

Jane Doe

Model, Actress

Paragraph 1: Recent roles and strongest credits

([Theater](#) if you're in New York and [film](#) and [TV](#) if you're in L.A.) Try to use recognizable plays and roles, not just “showcases.” If you're just starting out, you can include “representative” roles. Those parts from Shakespeare or Chekov done at school outweigh showcases of unknown writers Off-Off-Broadway.

Paragraph 2: Training

Don't be afraid to name drop master teachers or prestigious drama schools, as well as directors you've studied with. If you've worked with “greats,” they will assume you will be great!

Paragraph 3: Recent work (Switch what you included in paragraph one.)

Include [indie films](#) and appearances on primetime or daytime TV or include all major stage credits from Off-Off-Broadway to [Broadway](#). Your credits tell them how to cast you and what roles you are consistently hired to play. Don't include background work—it's not considered a professional credit if you're standing in the background.

Paragraph 4: Personal life

Here, write about your interests, skills, travel, languages, or musical instruments—anything that makes you memorable. Elaborate don't just list.

Here are some examples of closing statements. You want to leave them with a powerful professional memory of you.

Weak example: “I want to thank my cat, my roommate Diana, and my Mom for believing in me.” (This gives the impression that you're still a beginner. Save the gratitude for your acceptance speech at the [Oscars](#)).

Strong example: “Looking forward to working in the next Emmy Award USA series or in any feature opposite Johnny Depp!” (Industry professionals will remember you as an actor who knows where you're going!)

Let your bio jumpstart your career even when you're not there to audition!

For more information visit my website at <https://actressjane.com>