



NFYFC

“How to” Guide – Senior Member of the Year

1. Part One - The Synopsis Form

The Synopsis Form is your opportunity to document **your** achievements during your Young Farmers' Club membership. Take the time to reflect on the past twelve months and make a note of any events or accomplishments you are particularly proud of. There are seven sections for you to fill with your achievements and ambitions; these are:

- **YFC History** – record the posts you have held from Club to National Level.
- **YFC Involvement** – let us know what activities you have participated in. Include competitions, events, club nights and anything else you feel is relevant.
- **Proudest moment in YFC (so far!)** – what are you most proud of achieving whilst being a YFC member? Use this section to explain what you did and why it made you proud.
- **Ambitions in YFC** – What do you hope to attain as a YFC member? Do you want your club to win the most county competitions? Do you want to raise the most money for your county? Do you want to be national chair of council? Tell us about your aims and how you plan to get there.
- **Ambitions outside YFC** – What do you hope to achieve outside of YFC? This could be your future career goals, school success, home life including ambitions for the family farm. Think big – what do you hope to achieve in the future and how are you going to do it?
- **Hobbies and Interests outside YFC** – Use this section to document any hobbies or interests you think might be relevant to the competition.
- **Additional information** – This space should be used to add in any information you feel is important and relevant to the competition, that does not necessarily come under the previous headings. You are encouraged to use this space.
- Your synopsis form should be used to sell yourself to the judges – this is the first opportunity to promote yourself.

When writing your form, imagine how it will come across to the Judge.

Top tips:

- Try to use concise language, keep it interesting and get to the point – do not ramble on as the reader will lose interest.
- Use short paragraphs or bullet points in each section, this avoids large blocks of text and is easier for the reader to follow.
- Typing your answers onto the form opposed to handwriting the document is preferred. Use an easy-to-read font (pick a clear font such as Arial or Calibri and **aim for 11/12 font size**).
- Spelling and grammar check! Ensure your 'spell checker' is turned on whilst completing your synopsis form and double check it yourself for errors. Have a friend or guardian read through the form to check for spelling or grammatical errors – someone else may spot something you have missed.
- Keep within **three** sides of A4 (this is the maximum size allowed in the national final).
- Check the deadline for submission. When is the national final? Remember that your synopsis form must be submitted at least 28 days before the date of the final.
- Think about how you can make your form stand out without using gimmicks.



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**Where to send your synopsis form
FOR THE NATIONAL FINAL ONLY:**

<p>Send via email:</p> <p>Subject: SMOTY – Synopsis Form</p> <p>To: Margaret.Bennett@nfyfc.org.uk</p>	<p>Send via post to:</p> <p>FAO: Competitions Department, YFC Centre, 10th Street, Stoneleigh Park, Kenilworth, Warwickshire CV8 2LG</p>
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2. Part Two – Interview at National Final

At the national final you will be interviewed on your achievements over the past twelve months by a panel of judges. The judges will have received your synopsis form prior to the competition final so make sure the achievements you mention during the interview complement those you recorded on the form.

- **Interview tips**

- Prepare for questions –the judges will ask you questions related to the topics on your synopsis form, be ready for this by including it in your practice run. Have your friends think of questions the judges may ask – ensure that you are not told beforehand as this will help create that real interview feel.
- Dress smartly. How would you dress for a job interview? Or a day at sixth form/college? Apply that dress code here.
- Engage your audience. Remember you are not reading a script; you are telling your story and the aim is to keep your listeners interested in that story. The judges are going to want to know more about your YFC history and future goals, along with your achievements and goals outside the organisation.
- Make sure you answer the question that has been asked and try not to waffle, but you also need to ensure you give the judges enough in your answer for them to see you and why you should be Member of the Year.
- Try to answer questions using the ‘STAR Method’:
 - **Situation:** Set the scene and give the necessary details of your example.
 - **Task:** Describe what your responsibility was in that situation.
 - **Action:** Explain exactly what steps you took to address it.
 - **Result:** Share what outcomes your actions achieved.
- Smile and make eye contact with the judges. There is usually at least one (if not more) ex-young farmer on the panel who share your enthusiasm for the organisation and have likely competed themselves.



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Part 3 – The Stage Interview

The final part of the competition (prior to the announcement of results!) is the stage interview. Usually held during the finals of the Performing Arts Competition, the interview takes place as part of the interval when competitors are invited onstage to answer two questions. One of these questions will have already been asked during the interview with the judges, the second question will be a brand-new question based on your YFC experience.

- **Stage Interview Tips**

- Have a practice run (or two!) at home to get used to being interviewed and presenting your achievements to an audience.
- Get used to speaking in front of groups of people. Ask family members or friends if they could act as an audience and offer constructive criticism to help prepare you for the national final. You could also organise a club night where YFC members ask you questions, and you answer those in front of the whole club.
- Smile and let your enthusiasm show whilst answering the questions, engage with the audience and thank the steward for the questions they ask when you have finished giving your answers.

***Dress smartly, smile and breathe! Enjoy the experience.
Good Luck!***