

SENIOR SCHOOL EXECUTIVE

YEAR LEVELS: Years 10, 11 and 12

POSITION

DESCRIPTION:

The role of the Year Level Executive is to focus on organising and managing events for their year level and in consultation with the Student Managers, to deal with student issues that may arise.

Expectations:

1. To uphold the school rules by being a role model and through the encouragement of other students particularly regarding punctuality, uniform, and positive behaviour.
2. To run regular meetings in consultation with Student Managers, offer ideas and be prepared to carry them through.
3. To organise, manage and conduct year level functions and events.
4. To discuss and communicate any year level specific issues with the relevant student leaders and the Student Managers.
5. To ensure that they are approachable to the other members of the year level.
6. To ensure that they are open to listening to the ideas of other students in the year level.
7. To work with the Student Managers and Captains in making sure important information is communicated.
8. To undertake tasks on behalf of the year level as requested by the Student Managers and Captains.

Year 12 Executive Only:

9. To form a group to design and organise the Year 12 jumper in consultation with the Year 12 Student Managers and the Principal.
10. To manage and promote the responsible use of the Senior Learning Centre including establishing and maintaining a cleaning roster for the kitchen.

TIME

COMMITMENT:

Meetings as organised by the Year Level Captains, time during lunchtimes, afterschool etc. to plan, organise and execute plans.

SKILLS

REQUIRED:

1. Demonstrated capacity to show leadership skills
2. Good communication skills including an ability to speak individually and in public.
3. Ability to gain support from the student body
4. Good academic record
5. Good organisational skills
6. the ability to relate to a wide range of age groups, students, parents and staff

HOW TO APPLY:

Prospective applicants wishing to become a member of the Senior Executive must attend a student leadership workshop at the end of year 11.

The next step is for prospective members of the executive to nominate themselves by completing an expression of interest. Senior School Student Managers will review the applications, and they will appoint the successful applicants. Year 10 and 11 Executives are only created when there is a need.