



## JOB DESCRIPTION: HOUSE CAPTAINS for LORIEN

This is a crucial pupil leadership role. As a House Captain you will represent the House values and core principles be required to act on behalf of pupils and staff. As pupil leaders, you are ambassadors for the House and are expected to carry out regular duties and represent the House during events.



### Year Group:

Applicants from current Years 7 to 10 (2 House Captains for each year group for a total of 8)

### Job Description – Responsibilities of a House Captain

- To assist in Open and Parents' Evenings.
- Assist in House assemblies
- Organise fund raising opportunities for the House
- Promote and assist in the organisation of House events and competitions
- Write down updates for the House newsletter
- To assist with break time or lunchtime duties, acting in a responsible and diligent manner
- Perform other tasks as reasonably requested by Head of House or SLT (Senior Leadership Team)
- Be a lead member of the House Captains group

### Specification - requirements of the candidate:

- Have a good rapport with pupils and staff
- An excellent role model
- Reliable
- Aspirational and ambitious
- Possess personal vision for improvement and success
- Strong communication skills – both written and verbal
- Have good organisational skills
- Hard working and committed

### Application process:

Anybody wishing to apply for these positions should complete the application form and return it **via email to Miss Smith** by **15.00pm on Friday 15<sup>th</sup> October 2021**. A digital copy is available on the school website/Pupil Shared Area. Interview dates and times are TBC, and you will be informed if you are to be invited to interview.

**HOUSE CAPTAIN APPLICATION FORM 2021/22 - LORIEN**

**Name:** \_\_\_\_\_ **Tutor Group:** \_\_\_\_\_

Please answer the following questions, continuing on a separate piece of paper if necessary.

**The House motto is 'Where others fall, Lorien shall rise'. What does this motto means to you?**

**Which particular skills and experience do you have that allow you to fulfil this role? Use the job description to guide you.**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return this form via email to Miss Smith before 15:00 on Friday 15<sup>th</sup> October 2021.**

[t.smith@hallgreen.bham.sch.uk](mailto:t.smith@hallgreen.bham.sch.uk)

**Alternatively, you can print it off and hand it in at your Head of House office or Senior's office (Mr Rodriguez)**

**Hard copies are also available from your Head of House office.**