ROLE DESCRIPTION – HOUSE CAPTAINS/DEPUTY HOUSE CAPTAINS 2014

The House Captains and Deputy House Captains play an important role in Student Leadership. They should display leadership qualities and be a role model for all members of the College Community. The House Captains and Deputy House Captains will meet regularly and work co-operatively with the College Carnival Coordinator.

The House Captains and Deputy Captains need to have participated fully in the life of the College and have demonstrated a sound capacity to work successfully as part of a team. They will have a sound knowledge of the House System at the College and will take a leading role in overseeing and planning House Activities.

SELECTION CRITERIA: -
Applicants for the position of House Captains and Deputy Captains must be able to demonstrate:-

- An active involvement in the life of the College.
- A sensitivity to the needs of others when exercising responsibilities.
- A commitment to attending and participating in College functions and activities.
- Highly developed organisational and time management skills, including an ability to meet deadlines.
- A strong understanding of the nature and necessity of teamwork.
- An ability to attend meetings as required.
- An ability to work with members of staff.
- A contribution to the development of College spirit.
- An understanding of and commitment to the House System and Carnivals within the College.
- An ability to plan and develop House activities within the College.
- An ability to lead House Meetings as required.

RESPONSIBILITIES INCLUDE: -

- To demonstrate leadership.
- To promote and foster a sense of House Spirit.
- To work closely with the Carnival Coordinator to promote and encourage student participation in the House System.
- To liaise with the teachers leading the various carnivals and staff as required.
- To organise House participation in significant College events.
- To assist and oversee House Meetings and House Activities.
- To share opportunities for the development of leadership skills by co-opting other members of the House to assist in activities.
- To keep House Noticeboards up to date with relevant information.
HOUSE CAPTAINS AND DEPUTY HOUSE CAPTAINS NOMINATION FORM 2014

Name: ________________________________  HG: ________________________________

House: ________________________________  Role: ________________________________
(You may apply for one or both Roles)

Leadership position/s previously held:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Co-curricular activities participated in at the College:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Reason/s for applying for House Captain/Deputy House Captain (if not enough space, please attach information):
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Staff and Student Endorsement:
The following staff member and fellow student have agreed to endorse my nomination for House Captain/Deputy House Captain:

Staff Member Name: ___________________  Student Name: _______________________

Signature: ____________________________  Signature: ____________________________

Undertaking:
I have read and understood the attached Selection Criteria and Role Description for the position for which I have applied. I understand the responsibilities involved in this position. I have discussed this application with my parents/guardians.

Signature of Applicant: ________________________________

Signature of Parent/Guardian: ________________________________

This form must be returned to the College Reception by 3.00pm on Friday, 7th February 2014