



## **College Head Boy and Girl Team**

Your role is to represent the school and act as ambassadors and role models through your conduct on a daily basis and at whole school events. You will support the Head Boy and Girl in their duties and deputise when required to others in the student leadership team. You will liaise with students and members of staff and be involved in assembly and whole school student leadership projects.

### **Job Description – Responsibilities of the College Head Girl and Head Boy:**

- Be a role model around school, in lessons and at extra-curricular events
- Work as a united team with the Head Boy and Girl and the wider student leadership team and College leadership team.
- Oversee the work of the College leadership team; meeting regularly to ensure that assigned duties are being carried out and giving support to student leaders to enable them to work on whole school projects
- Work with the College Leaders and other members of staff to initiate and develop ideas for whole school improvement
- Present and lead in assemblies and other whole school events as required
- Be a visible presence within the school and work with the Key Stage 5 student leadership team on selected projects
- Communicate with students, staff, parents, school visitors, governors and other external bodies as required
- Work with other schools on designated projects
- Chair meetings and support the Head Boy and Girl team at whole school events
- Deputise duties when required
- Promote the ethos of the school
- Co-ordinate the College Ambassador team effectively

### **Person Specification**

- Strong communication skills – both written and verbal
- Able to think and act independently
- Be able to work with staff and students to implement ideas with limited guidance
- Hard working and committed to both the role and the school
- Be approachable and friendly
- An excellent role model
- Have excellent organisational skills

**Responsible to: Designated Staff College Leader**