



School Councillor – Job description

Responsibilities

In this job you will be responsible for:

- Representing the voice of the pupils of Penbridge.
- Working with teachers to make decisions which will improve the school.
- Attending meetings regularly and on time.
- Listening to and collecting ideas from your class and sharing them at council meetings.
- Collecting ideas from the school council suggestion box and bringing these to the meeting.
- Leading class assembly every week.
- Helping in other assemblies if needed.
- Deciding on and organising charity events (e.g. Red Nose Day, Children in Need).
- Being a good role model for other children.
- Helping the headteacher and deputy headteacher on important days such as Open Day.
- Representing Penbridge both in school and out of school when called upon.

Person Specification

You will need these skills:

- A good listener
- A sensible, reliable and responsible attitude
- Approachable
- Willing to help others
- A good role model of behaviour for others
- Confident
- Clear speaking voice
- Encouraging to others
- Honest and trustworthy
- Kind and fair
- Willing to bring ideas to meetings, even if you don't agree with them
- Willing to listen to the ideas of others and compromise
- Able to be realistic about what can be achieved
- Willing to give up your own time to help, come to meetings or prepare something