

Head student

Job description

Purpose

- You will take an active part in the school council and school council meetings.
- You will ensure that the student voice is represented for your year group for key decisions across the whole school.
- You will represent the school and student body at a variety of Academy functions including Year 7 and 12 Open evenings, presentation evenings and public events.
- You need to feel confident and comfortable talking to adults and students
- You need to have good organisational and communication skills.
- You need to be a role model to other students across the academy demonstrating a mature outlook on education and wider school life.

Reporting to

Mrs Wheeler (Head of Key Stage 4 and the School Council), Head Boy & Girl (Post 16) and your Head of Year and Key Stage

Main Duties

- To attend regular meetings with the other Year Heads (Year 7-11)
- To organise and plan regular meetings with the Post 16 Committee and ensure that actions are completed.
- To represent and speak for all students in the school and support and prepare activities that will promote positive mental and physical well-being.
- To work alongside the school committees to bring unity to the school council.
- To be internal and external ambassadors for the school and to act as outstanding role models for all students at Grace Academy Darlaston.
- To plan and present at least one assembly to all year groups with other student council members
- To report to your Head of Year or Head of Key Stage when requested.
- Meet with form representatives for your year group in order to provide feedback to the school council.

Personal Qualities

Leadership Work well in a team Time-management Very good organisational skills Ability to talk confidently and appropriately to students and members of staff Maturity Responsibility

Application

If you wish to apply for the role of Student Head of Year please complete the application and post it in the application box in reception or email it to Mrs Wheeler by **3pm on Tuesday 8th December 2020**. All applications will be considered.



Grace Academy Darlaston

Student Head of Year Application



Please submit paper applications to reception. All electronic applications should be emailed to Mrs Wheeler (jessicawheeler@darlaston.graceacademy.org.uk) by Tuesday 8th December 2020

Name:

Year group:

Please explain why you wish to become a Student Head of Year:

What contribution have you already made to Grace Academy Darlaston? (You might mention responsibilities you have taken on, or things you have been involved in such as sport, music, drama, STEM club etc)

What do you think would be the main challenges of being a Student Head of Year in 2020-2021?

Any additional information you would like us to consider when considering your application?

Please ask 2 members of staff at Grace Academy Darlaston to support your application for Student Head of Year. In order to do this please ask them to look over your application and sign below.

Member of staff 1

Name:

Signed:

Member of staff 2

Name:

Signed:

Please sign and date below in order to validate your application.

Name (Print):

Signed:

Date: