



## School Council Representative Job Description

Are you interested in working as part of a team?

Are you friendly and welcoming?

Do you want your opinion to count?

Can you represent other people's points of view?

Are you dedicated and committed to helping others?

Do you have a good attendance record?

**If so, then this is the job for you. No experience required.  
To apply for this position, just give your name to your class teacher  
and prepare a short speech outlining why you should be elected.  
There will be a class vote.  
Successful applicants will be notified shortly thereafter.**

- You will be asked to keep minutes of meetings and you will be given time to report back to the children in your class.
- You will lead Smart School Council discussions in class and be involved with school improvement projects that are decided from these meetings.
- There will be one representative from each class who will attend meetings. If they are absent then the deputy will attend for them.
- You should be someone who is an example of good behaviour and a role model to the rest of the school.
- If for any reason you are unable to carry out your duties as a school council representative, please bring this to Mrs Buchanan's attention with immediate effect.