

ROLE DESCRIPTION: JUNIOR CAMPUS CAPTAIN

Role statement:

As the most significant student leaders on the Junior Campus, the Campus Captains are expected to be ambassadors who embody the school values and display good morals and respect. They must be approachable, reliable and trustworthy with high expectations of themselves and others. The captains will take on an active role in working with the Vice Captains and Team Leaders (Activities leader, Assemblies leader etc) to achieve the best possible outcomes for both the school and the wider community.

Role responsibilities:

- Communicate with Student Leadership Coordinator
- Run weekly leadership meetings (with Student Leadership Coordinator) including creating an agenda and minutes
- Meet with team leaders weekly (during leadership meetings) to discuss new projects/task/issues etc.
- Be a positive role model – presentation, uniform and behaviour that reflects the school values
- Public speaking – Year level/school assemblies if necessary, open night, other functions.
- Be an active member of the school community in some way – Swimming, production, athletics, sports, debating, competitions etc.
- Be approachable to allow students to seek assistance or share ideas

School Values:

I ntegrity

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E xcellence

A ccountability

R espect

N uturing

All Student Leaders at Mount Waverley Secondary College:

- Make a difference
- Role model exemplary behaviour
- Uphold the values of the school
- Influence and serve others in a positive way
- Actively seek leadership opportunities
- Learn and practice the skills required of effective leaders

General Expectations of Student Leaders at Mount Waverley Secondary College

- Represent the college to the wider community. e.g. College Open Days, Orientation Days, Information Nights etc.
- Listen with understanding and empathy to their peers
- Represent the views of the student body by gathering information from a range of sources
- Respond with praise and feedback to the achievements of others
- Assist in the planning of other college events as required

ROLE DESCRIPTION: JUNIOR CAMPUS VICE CAPTAIN

Role statement:

As one of the most significant student leaders on the Junior Campus, the Vice Campus Captains are expected to be ambassadors who embody the school values and display good morals and respect. They must be approachable, reliable and trustworthy with high expectations of themselves and others. The Vice captains will take on an active role in working with the Campus Captains and Team Leaders (Activities leader, Assemblies leader etc) to achieve the best possible outcomes for both the school and the wider community.

Role responsibilities:

- Communicate with Student Leadership Coordinator
- Meet with team leaders and Campus Captains weekly (during leadership meetings) to discuss new projects/task/issues etc.
- Be a positive role model – presentation, uniform and behaviour that reflects the school values
- Public speaking – Year level/school assemblies if necessary, open night, other functions.
- Be an active member of the school community in some way – Swimming, production, athletics, sports, debating, competitions etc.
- Be approachable to allow students to seek assistance or share ideas

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ROLE DESCRIPTION: ACTIVITIES LEADER

Role statement:

The Activities leader will work in collaboration with a group of students to organise, lead and fund school events during the year. This may include lunchtime activities, fundraising activities, end of year party etc. They must be approachable, reliable and trustworthy with high expectations of themselves and others. The Activities leader will take on an active role in working with their team members and the Campus Captains to achieve the best possible outcomes for both the school and the wider community.

Role responsibilities:

- Communicate with Student Leadership Coordinator and Activities Coordinator
- Meet with the other Team leaders and Campus Captains weekly (during leadership meetings) to discuss new projects/task/issues etc.
- Be a positive role model – presentation, uniform and behaviour that reflects the school values
- Public speaking – Promotion of activities at year level assemblies
- Be approachable to allow students to seek assistance or share ideas
- Organise/delegate with team..
 - Lunchtime activities and sports
 - Breakfast Club
 - Year 8 social/end of year party
 - Lunchtime sports equipment
 - Casual clothes days
 - Special days (for fundraising/celebrating)

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- Assist in the planning of other college events as required

ROLE DESCRIPTION: FUNDRAISING LEADER

Role statement:

The Fundraising leader will work in collaboration with a group of students to organise, lead and fund school events during the year. This may include casual clothes days, Tinnies for Vinnies and special days such as ANZAC day, Harmony day etc. They must be approachable, reliable and trustworthy with high expectations of themselves and others. The Fundraising leader will take on an active role in working with their team members and the Campus Captains to achieve the best possible outcomes for both the school and the wider community.

Role responsibilities:

- Communicate with Student Leadership Coordinator and Activities Coordinator
- Meet with the other Team leaders and Campus Captains weekly (during leadership meetings) to discuss new projects/task/issues etc.
- Be a positive role model – presentation, uniform and behaviour that reflects the school values
- Public speaking – Promotion of activities at year level assemblies
- Be approachable to allow students to seek assistance or share ideas
- Organise/delegate with team..
 - Casual Clothes days (Max one per term)
 - Tinnies for Vinnies
 - ANZAC day
 - Red Nose Day
 - Remembrance Day etc..

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ROLE DESCRIPTION: SUSTAINABILITY LEADER

Role statement:

The Sustainability leader will work in collaboration with an environmental group of students to organise and lead a sustainability program throughout the year. Their aim is to work towards reducing each student's and the school's ecological footprint through establishing and maintaining sustainable practices. This may include veggie gardens, a clean up program etc. They must be approachable, reliable and trustworthy with high expectations of themselves and others. The sustainability leader will take on an active role in working with their team members and the Campus Captains to achieve the best possible outcomes for both the school and the wider community.

Role responsibilities:

- Communicate with Student Leadership Coordinator and Sustainability Coordinator
- Meet with the other Team leaders and Campus Captains weekly (during leadership meetings) to discuss new projects/task/issues etc.
- Be a positive role model –Placing all rubbish in the correct bin
- Be approachable to allow students to seek assistance or share ideas
- Organise/delegate with team..
 - Recycling week (November)
 - Recycling/clean up initiatives

School Values:

Integrity

Learning

Excellence

Accountability

Respect

Nurturing

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- Assist in the planning of other college events as required

ROLE DESCRIPTION: ASSEMBLIES LEADER

Role statement:

The Assemblies leader will work in collaboration with a group of students to organise, lead and present both year level and sub school assemblies during the year. They must be approachable, reliable and trustworthy with high expectations of themselves and others. The Activities leader will take on an active role in working with their team members and the Campus Captains to achieve the best possible outcomes for both the school and the wider community.

Role responsibilities:

- Communicate with Student Leadership Coordinator
- Meet with the other Team leaders and Campus Captains weekly (during leadership meetings) to discuss new projects/task/issues etc.
- Be approachable to allow students to seek assistance or share ideas
- Read the year level agenda from the relevant year level coordinators desk the day before assembly and check what's planned
- Introduce students and staff speakers at assemblies
- Set up projector (if required) and bollards/letters for home groups before assembly starts
- Count merit cards during leadership meeting to update weekly ladder.
- Draw merit cards and present prize at assembly

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ROLE DESCRIPTION: INTRODUCTION LEADER

Role statement:

The Introduction leader will work in collaboration with a group of students to lead school tours for parents, welcome new students and work in focus groups. They must be approachable, reliable and trustworthy with high expectations of themselves and others. The Introduction leader will take on an active role in working with their team members and the Campus Captains to achieve the best possible outcomes for both the school and the wider community.

Role responsibilities:

- Communicate with Student Leadership Coordinator and the Campus Chaplain
- Meet with the other Team leaders and Campus Captains weekly (during leadership meetings) to discuss new projects/task/issues etc.
- Be approachable to allow students to seek assistance or share ideas
- Run school tours on Open Night for parents
- Buddy up with new students to introduce them to the school and other students (year 7 and 8)
- Organise and participate in focus groups with the Campus Chaplain
- Promote a welcoming and inviting atmosphere

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