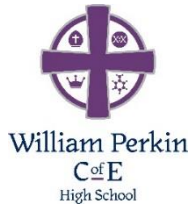




William Perkin
C of E
High School

**Sixth Form
Student Leadership**



William Perkin Church of England High School

“I have come that you might have life and have it to the full”

John 10 v10

Job Description: Year 12 House Captain

Aim of Post:

To support the House System within the school and encourage high levels of engagement with House events across all year groups.

Responsibilities:

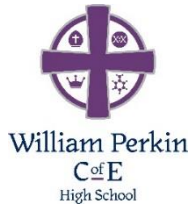
Provide organisational support for lower school tutor times and house events and to support the whole school ethos through excellent role modelling.

The ideal candidate will:

- ✓ Be friendly and approachable to other students
- ✓ Have excellent communication and interpersonal skills
- ✓ Be able to work effectively with staff and other students in a team
- ✓ Be responsible
- ✓ Be organised and able to manage others

Key responsibilities include:

- Attend School Council meetings – once per ½ term.
- Attend lower school tutor group once a week on prescribed day
- Work with the lower school tutor to carry out all required duties (1:1 mentoring, diary signing and Progress Review tracker).
- Be a positive role model for younger students – punctuality, attitude, organisation
- Work with Enterprise Leader to co-ordinate House Enterprise Day.
- Support and lead House entry in all House events, or effectively delegate leadership.
- Support, lead and recruit participants from all year groups for House events.
- Provide support and enthusiasm at Inter-form Sports.
- Generate enthusiasm and engage all students in House competitions and events, including Sports Day.



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“I have come that you might have life and have it to the full”

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Job Description: Year 12 Enterprise Leader

Aim of Post:

To support the school ethos through Enterprise Days and charity events.

Responsibilities:

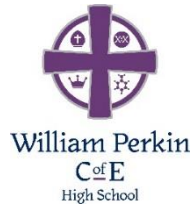
Provide organisational support for Enterprise Days and whole school charity events and to encourage high levels of participation from all year groups.

The ideal candidate will:

- ✓ Be friendly and approachable to other students
- ✓ Have excellent communication and interpersonal skills
- ✓ Be able to work effectively with staff and other students in a team
- ✓ Be creative and enterprising
- ✓ Be organised and able to manage others

Key responsibilities include:

- Work with House Captain, Yr 10 Enterprise Rep and Tutors to co-ordinate Enterprise Day events for House
- Assist with the marketing and advertising of Enterprise Day for all Houses
- Provide support and enthusiasm on Enterprise Days for all Houses
- Support with messaging of Enterprise events in assemblies/TT
- Provide feedback on Enterprise Day successes, including totals raised and follow up with charity, to whole school [through assembly/tutor times]
- Support with delivery of whole school charity events, including Sponsored Walk



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Job Description: Year 12 Sports Leader

Aim of Post:

To encourage engagement with Sports within your House and throughout the school.

Responsibilities:

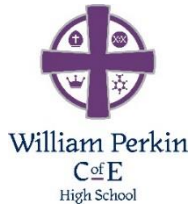
Provide organisational support for Sports events and to encourage high levels of participation from all year groups.

The ideal candidate will:

- ✓ Be regularly active and involved in Sports (in school/out of school)
- ✓ Have excellent organisational skills and some media experience
- ✓ Be enthusiastic and committed
- ✓ Be able to work effectively with staff and other students in a team
- ✓ Be organised and able to manage others

Key responsibilities include:

- Meet with Media and Marketing team to follow up promotion of sport in school
- Support leadership of End of Term assembly presentation with the M&M team.
- Attend Enterprise PE sessions helping PE staff with the running of the event
- Actively promote involvement in Sport Inter-forms
- Organise the Inter-form Team with the sports rep in each year group
- Ensure participation is high in the Sixth form for all Sixth Form inter-form events
- Assist at training/matches for lower year groups



William Perkin Church of England High School

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John 10 v10

Job Description: Year 12 Chaplaincy Leader

Aim of Post:

To support leadership of the Chaplaincy and support the ethos of the school.

Responsibilities:

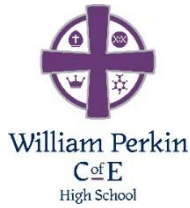
Provide organisational support to the Chaplaincy team and encourage high levels of engagement with the Christian ethos of the school.

The ideal candidate will:

- ✓ Be fully supportive of the Christian ethos of the school (students from any faith/none are able to be a Chaplaincy Leader)
- ✓ Able to think creatively about how spirituality and spiritual growth are developed
- ✓ Be enthusiastic and committed
- ✓ Be able to work effectively with staff and other students in a team
- ✓ Be organised and able to manage others

Key responsibilities include:

- Take part in leading prayers and readings in assemblies and Communion
- Support KS3/4 Chaplaincy reps with preparing to read in assemblies (1 per week)
- Assist in organisation and running of at least one Chaplaincy wider learning group [e.g. CFG or Citizens]
- Support Communion/Form Communion preparation sessions for KS3/4 (1 per term)
- Arrive early to KS5 Communion to support practical set up (1 per term)
- Support with organisation and running of Chaplaincy whole school events, including Lent Labyrinth and Advent prayers
- gAttend Chaplaincy council meetings



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John 10 v10

Job Description: Year 12 Literacy Leader

There are three distinct leadership positions within Literacy. Please specify on the application form which position(s) you are interested in.

Librarian:

The ideal candidate will:

- ✓ Be approachable to other students
- ✓ Have an interest in books and love of reading
- ✓ Be creative
- ✓ Be responsible
- ✓ Be organised and able to manage others

Key responsibilities include:

- Log books in and out
- Ensure that it is a quiet, purposeful area
- Supervise and lead the literacy reps
- Organise a rotation of topical displays
- Support students with reading
- Support with class based library activities
- Feed back to the staff Literacy Working Party on ways to improve engagement with the library

Editor in Chief of 'The Perkin Post'

The ideal candidate will:

- ✓ Be creative
- ✓ Have good time management skills and the ability to work towards a deadline
- ✓ Have high level literacy skills and good attention to detail
- ✓ Have excellent communication skills
- ✓ Have mentoring experience and an interest in fostering other people's talents and interests
- ✓ Have an interest in current affairs and/or publishing

Key responsibilities include:

- Manage weekly Perkin Post meetings
- Coordinate ideas from the different section editors

- Quality assure articles that are produced and proof read the final edition before it goes to print
- Respond to feedback from the student body and make changes to the publication as required
- Coordinate with staff to ensure that important school events are covered and photographed
- Monitor and respond to emails via the Perkin Post account

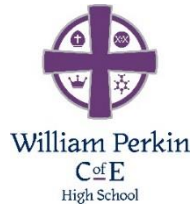
Literacy Leader (w/out portfolio)

The ideal candidate will:

- ✓ Have good communication skills
- ✓ Be encouraging
- ✓ Be a confident and engaging reader
- ✓ Have a love of books and reading
- ✓ Be punctual and reliable

Key responsibilities include:

- Support Year 7 students to improve their literacy skills and foster a love of reading during business and literacy tutor times:
 - Use the reciprocal learning strategy (super reading skills) to enable students to comprehend unseen texts
 - Build positive relationships with younger pupils in order to develop their self-esteem and confidence in reading aloud
- Actively promote involvement in Love Literacy Week and other whole school Literacy events
- Work with KS3/4 Literacy Reps and staff to co-ordinate and support the running of Love Literacy Weeks
- Support with messaging of Literacy events in assemblies/TT



William Perkin Church of England High School

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Job Description: Year 12 Numeracy Leader

Aim of Post:

To support the Maths department and foster a love of Numeracy.

Responsibilities:

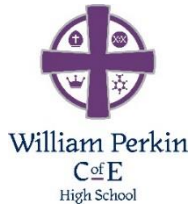
Provide organisational support to the Maths department and encourage high levels of engagement with Numeracy events.

The ideal candidate will:

- ✓ Be approachable to other students
- ✓ Be curious and have an active interest in mathematics and problem solving
- ✓ Be enthusiastic and committed
- ✓ Be able to work effectively with staff and other students in a team
- ✓ Be organised and able to manage others

Key responsibilities include:

- Lead Chess Club one day per week (lunch time LRC, 30 mins)
- Support with the organisation and running of Pi Day
- Actively promote half termly Chess Tournaments
- Meet and greet external speakers for the Maths department
- Act as a focus for student voice/ feedback to the Maths department
- Actively promote Junior, Intermediate and Senior UKMT participation
- Assist with primary outreach events
- Actively promote the Maths department's lecture series



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Job Description: Year 12 Science Leader

There are four distinct leadership positions within Science. Please specify on the application form which position(s) you are interested in.

Science Leader:

The ideal candidate will:

- ✓ Be approachable to other students
- ✓ Be curious and have an active interest in scientific discovery
- ✓ Be enthusiastic and committed
- ✓ Be able to work effectively with staff and other students in a team
- ✓ Be organised and able to manage others

Key responsibilities include:

- Support with the leadership of Science club
- Support with the running and organisation of Founders' Day
- Support KS3 and KS4 students to improve their Science attainment
- Lead lower school Science reps
- Organise student voice (surveying students to find out what they want)
- Meet and greet external speakers for Science lectures
- Support with primary school outreach projects
- Meet regularly with the Biology, Chemistry and Physics leaders
- Assist with lower school trips

Biology Leader:

The ideal candidate will:

- ✓ Be approachable to other students
- ✓ Be curious and have an active interest in scientific discovery
- ✓ Show enthusiasm and skill in Biology
- ✓ Be enthusiastic and committed
- ✓ Be able to work effectively with staff and other students in a team

Key responsibilities include:

- Support with the leadership of Science club
- Support with the running and organisation of Founders' Day
- Support KS3 and KS4 students to improve their Biology attainment
- Meet and greet external speakers for Biology lectures
- Support with primary school outreach projects
- Play an active role in the sustainability of the school and advise on this

- Meet regularly with the Science, Chemistry and Physics leaders
- Assist with lower school trips

Chemistry Leader:

The ideal candidate will:

- ✓ Be approachable to other students
- ✓ Be curious and have an active interest in scientific discovery
- ✓ Show enthusiasm and skill in Chemistry
- ✓ Be enthusiastic and committed
- ✓ Be able to work effectively with staff and other students in a team

Key responsibilities include:

- Support with the leadership of Science club
- Support with the running and organisation of Founders' Day
- Support KS3 and KS4 students to improve their Chemistry attainment
- Meet and greet external speakers for Chemistry lectures
- Support with primary school outreach projects
- Play an active role in the sustainability of the school and advise on this
- Meet regularly with the Science, Biology, and Physics leaders
- Assist with lower school trips

Physics Leader:

The ideal candidate will:

- ✓ Be approachable to other students
- ✓ Be curious and have an active interest in scientific discovery
- ✓ Show enthusiasm and skill in Physics
- ✓ Be enthusiastic and committed
- ✓ Be able to work effectively with staff and other students in a team

Key responsibilities include:

- Support with the leadership of Science club
- Support with the running and organisation of Founders' Day
- Support KS3 and KS4 students to improve their Physics attainment
- Meet and greet external speakers for Physics lectures
- Support with primary school outreach projects
- Play an active role in the sustainability of the school and advise on this
- Meet regularly with the Science, Biology and Chemistry leaders
- Assist with lower school trips



William Perkin Church of England High School

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Job Description: Year 12 Languages Leader

Aim of Post:

To support the Languages department and foster a love of foreign languages.

Responsibilities:

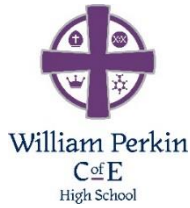
Provide organisational support to the MFL department and encourage high levels of engagement with MFL events.

The ideal candidate will:

- ✓ Have relevant experience of foreign languages and be appropriately skilled in one/more languages
- ✓ Have an interest in foreign languages and culture
- ✓ Be enthusiastic and committed
- ✓ Be able to work effectively with staff and other students in a team
- ✓ Be organised and able to manage others

Key responsibilities include:

- Run Languages Film Club one extended elective (afternoon) per week
- Meet and greet external speakers for Languages Lectures (once per half term maximum)
- Upkeep of Languages notice board (weekly)
- Support with organisation of language trips (including logistics)
- Student Voice (surveying students to find out what they want)
- Lead EoT assembly preparation for KS3/4 MFL Reps
- Support with running of AIM/Future Linguists
- Actively promote involvement in MFL extra-curricular activities, particularly in lower years
- Support with organisation and running of Competitions/School Wide Spelling Bee



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Job Description: Year 12 Expressive Arts Leader

There are three distinct leadership positions within Expressive Arts. Please specify on the application form which position(s) you are interested in.

Music:

The ideal candidate will:

- ✓ Have relevant music experience and be skilled in playing and/or singing
- ✓ Have an interest in performing and love of music
- ✓ Be enthusiastic and committed
- ✓ Be able to work effectively with staff and other students in a team
- ✓ Be organised and able to manage others

Key responsibilities include:

- Play/sing in assemblies
- Play/sing in communion band
- Assist in running at least 1 wider learning music club
- Take part in concerts
- Promote music activities through assembly and tutor time notices:
 - Assembly sign-up
 - Music clubs
 - Music competitions
 - Music events
- Assist in the administration of music events/activities
- Contribute to plans for improving the music department
- Play/sing at after school events, eg. open evening
- MC musical concerts / events / competition
- Attend Music Leaders meetings

Art:

The ideal candidate will:

- ✓ Have an interest in arts/textiles and have relevant experience in either area
- ✓ Be creative
- ✓ Be enthusiastic and committed
- ✓ Be able to work effectively with staff and other students in a team
- ✓ Be organised and able to manage others

Key responsibilities include:

- Assist in at least one extended elective/club
- Assist in KS4 Art/Textiles lesson, working one-to-one with key GCSE students [if timetable allows]
- Assist with KS4 Art/Textiles intervention
- Upkeep of store room
- Support with organisation and running of in school Art exhibitions
- Assist with whole school Art competitions

Drama:

The ideal candidate will:

- ✓ Have relevant drama experience in performance or stage management
- ✓ Have an interest in performing and love of theatre
- ✓ Be enthusiastic and committed
- ✓ Be able to work effectively with staff and other students in a team
- ✓ Be organised and able to manage others

Key responsibilities include:

- Assist with running of KS3 Drama club (once per week)
- Assist GCSE students with their devising and scripted work in interventions (once per week, but after Q1)
- Assist with the School Production in rehearsals and the running of the show in production week
- Support with organisation and the running of the Drama fundraising day