



**Job description:**

**House Captains - Student Council Representatives.**

MSJ Student Council is a body of approx. thirty students to be made up of House Captains from all year groups in all houses, with two House Captains per year group, per house.

**Student Councillors / House Captains must:**

1. Represent their house at school council meetings with commitment and full attendance.
2. Report back to their houses with any relevant information during assemblies.
4. Lead assemblies, or sections of assemblies, including prayers.
5. Believe in the importance of representing their house's and the student council's point of view even if they do not agree with it themselves.
6. Initiate discussion and debate with fellow student representatives and understand the importance of teamwork.
7. Understand that as a school council representative, they have the obligation to participate in making decisions about the school, along with staff and school governors.
8. Represent the students of Mount St Joseph High School at important public occasions.
9. Attend all school council meetings. If there is a justifiable reason ensure that an adequate stand-in from their tutor/year group is present.
10. Engage positively in meetings in order to drive forward the house system and house competitions.
11. Act as student mentors, especially for the younger years and at transition events, visiting forms and helping students with reading and other activities
12. Lead their house in house competitions.
13. Maintain the display board for their house.
14. Design banners and mascots to be used in house assemblies and house competitions, including sports day.
15. Report to staff and senior leaders at staff briefings, SLT meetings and other staff meetings where appropriate.
16. Compile a half termly newsletter to inform staff and students about the school council and their role.