

COLLEGE CAPTAIN

Role Description and Responsibilities

The Role of the College Captain:

- To be actively involved in meetings, speaking to both students and teachers about issues and events occurring within the school and the wider community.
- To organise and promote events and programs that are run within the college
- To have attainable goals and a positive attitude
- To uphold a respectable reputation of myself as a role model to all students.
- To attend all of the Student Leadership meetings and whole school masses
- To represent the college, setting examples for the CRC Melton student body
- To create a loving environment where students are proud of their school, encouraging and motivating school spirit
- To create a legacy of traditions for other CRC Melton students to follow and repeat.
- To meet with College Principal to provide updates regarding the Student Leadership Team

Responsibilities:

- To speak at full school assemblies or year level assemblies, as often as possible, promoting the Student Leadership team and their projects.
- To encourage student involvement in school activities and projects
- To participate in various events around the school promoting community and teamwork.
- To work collaboratively with the Student Leadership Coordinator, Deputy Principal of Students and the Director of Students.
- To improve my public speaking and leadership skills throughout the year by working with teachers and mentors.
- To be a part of the College Captains Network, speaking to other captains from schools in our community.
- To speak to staff at staff meetings and keep them updated with projects.
- To take a greater lead in being a moderator at Student Leadership Meetings
- To work with the Communications Officer to include events in the school newsletter, website and social media accounts.

ACADEMIC CAPTAIN

Role Description and Responsibilities

The Role of the Academic Captain:

- To be actively involved in meetings, speaking to both teachers and students about issues and events occurring within the school and the wider community.
- To help organise and promote events and programs that are run within the college.
- To have attainable goals and a positive attitude.
- To uphold a respectable reputation of myself as a role model to all students.
- To attend all of the Student Leadership meetings and whole school masses.
- To create a loving environment where students are proud of their school, encouraging and motivating school spirit.
- To have some ideas about ways to continually improve our College academically.
- To consult with the Deputy Principal of Learning and Teaching in matters regarding school academic goals

Responsibilities:

- To encourage student involvement in school academic activities and projects.
- To improve my public speaking and leadership skills throughout the year.
- To organise the academic certificates and hand them out at assembly.
- To organise and assist with academic competitions in all faculty areas.
- To seek student suggestions about the College and bringing these to meetings.
- To be a part of 'Student Voice' within the College.
- To participate and assist in the organisation of various fundraising activities or events that the Leadership team are coordinating.
- To write a termly column in the school newsletter/website about study tips and coping with the stress of studying.
- To work with the Communications Officer to include events in the school newsletter, website and social media accounts.

IMPORTANT NOTE: Academic Captain must maintain a high level of Academic standard across all subjects.

ARTS AND CULTURE CAPTAIN

Role Description and Responsibilities

The Role of the Arts and Culture Captain:

- To be actively involved in meetings, speaking to both teachers and students about events occurring within the school and the wider community.
- To help organise and promote events and programs that are run within the Arts Team.
- To have attainable goals and a positive attitude.
- To uphold a respectable reputation of myself as a role model to all students.
- To attend all of the Student Leadership meetings.
- To plan and promote Celebration Day.
- To consult with the Arts Domain Leader to promote activities for the school

Responsibilities:

- To address the full school assembly or year level assemblies, as often as possible, promoting the Arts group and their projects.
- To inspire the younger students in appreciating all forms of art, exposing them to their own artwork, both in and around the school.
- To raise the profile of visual arts and performing arts subjects, to attract more attention and acknowledgement of those who are already a part of it.
- To participate in the showcase and school production if they are running that year.
- To speak to staff at staff meetings and keep them updated with projects.
- To work with the Communications Officer to include events in the school newsletter, website, social media accounts.
- To help with the creation of a new piece of artwork every year for the school buildings or gardens.

ENVIRONMENT CAPTAIN

Role Description and Responsibilities

The Role of the Environment Captain:

- To be actively involved in meetings, speaking to both teachers and students about issues and events occurring within the school and the wider community.
- To organise and promote events and programs for Celebration Day.
- To have attainable goals and a positive attitude.
- To uphold a respectable reputation of myself as a role model to all students.
- To attend all of the E-Team and Student Leadership meetings.

Responsibilities:

- To address the full school assembly or year level assemblies, as often as possible, promoting the Environmental and conservation projects.
- To speak to staff at staff meetings and keep them updated with conservation and environment projects.
- To improve the school's sustainability standards. e.g. reducing carbon emissions, resource wastage and landfill.
- To work with the Communications Officer to include events in the school newsletter, website, social media accounts.
- To recruit new members to the E-Team.
- To assist in the organisation of Environmental Days
- To tend to the school gardens and veggie patch weekly/fortnightly
- To introduce paper waste systems in classrooms.
- To get all the air conditioning and heating to have limits within classrooms.
- To get families involved in conservation activities around the school and the wider community.
- To create a solution to the litter problem at school.

HOUSE CAPTAIN

Role Description and Responsibilities

The Role of the House Captain:

- To be actively involved in meetings, speaking to both teachers and students about issues and events occurring within the school and the wider community.
- To organise and promote events and programs for Celebration Day.
- To have attainable goals and a positive attitude.
- To uphold a respectable reputation of myself as a role model to all students.
- To attend all of the Student Leadership meetings and whole school masses.
- To attend assigned year level assemblies and keep in contact with the relevant YLC

Responsibilities:

- To address the full school assembly or year level assemblies, as often as possible, promoting team spirit and any projects the house captains are organising.
- To promote involvement in any activity so students can support their house colour.
- To create new events for students to participate in during lunch times.
- To be involved with a range of sporting and extra-curricular activities throughout the school year.
- To assist the other leaders to implement their activities and projects.
- To work with the Sports Coordinator on the Swimming and Athletics Carnivals, promoting team spirit, creating a fun atmosphere, signing up students to events and decorating the team areas.
- To speak to staff at staff meetings and keep them updated with projects.
- To work with the Communications Officer to include events in the school newsletter, website and social media accounts.

LITURGY CAPTAIN

Role Description and Responsibilities

The Role of the Liturgy Captain:

- To be actively involved in meetings, speaking to both teachers and students about religious issues and events occurring within the school and the wider community.
- To organise and promote events and programs for Celebration Day.
- To have attainable goals and a positive attitude.
- To uphold a respectable reputation of myself as a role model to all students.
- To attend all of the Student Leadership meetings and whole school masses.
- To work with the Director of Faith to organise events and programs for the school.

Responsibilities:

- To address the full school assembly or year level assemblies, as often as possible, promoting the Catholic ethos and ethical/religious matters within the wider community.
- To open whole school assemblies with a prayer.
- To attend and participate in all in and out of school masses and conferences
- To attend the annual Archbishop Conversation.
- To speak to staff at staff meetings and keep them updated with projects.
- To work with the Communications Officer to include events in the school newsletter, website and social media accounts.
- To work on creating a youth minister role within the school.
- To get students to actively use the chapel for faith or mindfulness activities
- To help with making students more actively involved in their faith and to become more excited be a part of the church.

MEDIA CAPTAIN

Role Description and Responsibilities

The Role of the Media Captain:

- To be actively involved in meetings, speaking to both teachers and students about promoting school events occurring.
- To organise and promote events and programs for Celebration Day.
- To have attainable goals and a positive attitude.
- To uphold a respectable reputation of myself as a role model to all students.
- To work with the other Media students providing structure and guidance to the process.
- To attend all fortnightly Student Leadership meetings.
- To work with the Communications Officer to publish events in the school newsletter, website and social media accounts.

Responsibilities:

- To work with the leadership team to support and promote any projects they are participating in.
- To attend any functions or school events getting coverage of their story and promoting it through all forms of media.
- To use the school SLR with care and respect, not allowing any other students, who are not in the Media team, to use it.
- To promote students' work, school activities and events with the local Leader Newspaper.
- To create articles to promote students' work, school activities and events to include in the school newsletter, website and social media accounts.

IMPORTANT NOTE: To be considered for this role, you must be studying Media.

SOCIAL JUSTICE CAPTAIN

Role Description and Responsibilities

The Role of the Social Justice Captain:

- To be actively involved in meetings, speaking to both teachers and students about issues and events occurring within the school and the wider community.
- To organise and promote events and programs that are run within the Social Justice Team.
- To plan and promote events and programs for Celebration Day.
- To have attainable goals and a positive attitude.
- To uphold a respectable reputation of myself as a role model to all students.
- To attend all of the Social Justice and Student Leadership fortnightly meetings.

Responsibilities:

- To address the full school assembly or year level assemblies, as often as possible, promoting the Social Justice group and their projects.
- To recruit new members to the Social Justice Team.
- To speak to staff at staff meetings and keep them updated with projects.
- To raise awareness in the school about community projects, national Issues and world events.
- To participate in external fundraising/volunteering (St Vinnie's Soup Vans, Blood Bank, Community Service, Food Drives).
- To assist and promote year level actions in collaboration with the Social Justice Coordinator.
- To organise and promote 'Cultural Diversity/Refugee Week' in collaboration with the Social Justice Coordinator.
- To work with the Communications Officer to include events in the school newsletter, website and social media accounts.
- To assist with Breakfast Club
- To assist and participate in the Winter Sleep Out
- To establish and create a "social justice" newsletter and aim to release it each semester.

SPORT CAPTAIN

Role Description and Responsibilities

The Role of the Sport Captain:

- To be actively involved in meetings, speaking to both teachers and students about issues and events occurring within the school and the wider community.
- To organise and promote events and programs for Celebration Day.
- To have attainable goals and a positive attitude.
- To uphold a respectable reputation of myself as a role model to all students.
- To attend all of the Student Leadership meetings and whole school masses.
- To attend year level assemblies to promote sporting events and keep in contact with YLC's

Responsibilities:

- To address the full school assembly or year level assemblies, as often as possible, promoting team spirit and any projects the house captains are organising or the sporting community are holding.
- To promote involvement in any sporting activity, so students can support the school sporting teams.
- To be involved with a range of sporting and extra-curricular activities throughout the school year.
- To assist the other leaders to implement their activities and projects.
- To participate and promote the SACCSS athletics events
- To work with the Sports Coordinator on the Swimming and Athletics Carnivals.
- To speak to staff at staff meetings and keep them updated with projects and events.
- To attend the Sports Award Night and present awards.
- To work with the Communications Officer to include events in the school newsletter, website and social media accounts.

SRC EXECUTIVE

Role Description and Responsibilities

The Role of the SRC Executive:

- To be actively involved in meetings, speaking to both teachers and students about issues and events occurring within the school and the wider community.
- To help to organise and promote events and programs that are run within the college.
- To have attainable goals and a positive attitude.
- To uphold a respectable reputation of myself as a role model to all students.
- To attend all of the Student Leadership meetings and whole school masses.
- To represent the college, setting examples for the CRC student body.
- To create a loving environment where students are proud of their school, encouraging and motivating school spirit.
- To have ideas about ways to continually improve our College.

Responsibilities:

- To run the SRC meetings held on a fortnightly basis.
- To encourage student involvement in school activities and projects within my homeroom.
- To improve my public speaking and leadership skills throughout the year.
- To take a greater lead in being a moderator at Student Leadership meetings.
- To report back to the Student Leadership Team about the meetings.
- To seek student suggestions about the College and bringing these to meetings.
- To be a part of 'Student Voice' within the College.
- To participate in and assisting in the organisation of various fundraising activities or events that the Leadership team are coordinating.
- To get SRC leaders involved in different projects and promoting activities for them to run
- To work with the Communications Officer to include events in the school newsletter, website and social media accounts..