

Student Leadership Role Description

The Student Leader is required to adhere to the role description, as outlined in St Mary's College Student Leadership Role Description. Student Leaders will also be required to meet and complete specific tasks in relation to events, deadlines, new initiatives and committee agendas as they arise.

There is no gender-specific roles in the St Mary's College Student Leadership. All roles are open to being awarded to the most appropriate applicants in the year levels specified. Where year levels are not specified, these roles are open to all students to apply. All applications are electronic through Office Forms which requires the student's school email and password to access. Applications must be from the student.

Student Leaders are required to meet the expectations of our Values and Behaviour Matrix. Student Leaders are required to sign the Student Leader Agreement Contract. All aspects of the application are considered when the College Leadership finalise positions.

Application Process

College Captains

- Application
- Interview *
- Speech
- Voting (Year 10 students, Year 11 students and Staff)

Vice Captains

- Application
- Interview *
- Speech
- Voting (Year 10 students, Year 11 students and Staff)

House Captains

- Application
- Interview *
- Speech
- Voting (whole house)

Committee Leaders

- Application (role specific)
- Interview *
- Selection Committee

* If/ as needed or determined by the Principal/Deputy Principal

Ambassadors

- Application
- Selection Criteria

APPROXIMATE SCHEDULE:

Term 2

Week 8 - Student Leadership Policy, Procedure and Role Descriptions are released. The application process released. Publish in newsletter; on website; email to all parents and students. Applications open.

Week 9 - Applications close. (College Captains; vice; house) and committee leaders.

Week 8 - Speeches, data collection.

Week 9-10 – Short listing, final selections; Interviews where necessary

Term 3

Week 1 - Speeches, data collection.

Week 1-2 – Short listing, final selections; Interviews where necessary

Week 2 – Offer positions

Week 2 – Announcement of 2025 Leaders

Week 3 Onwards – Transitions to new Leaders taking on formal roles/ handover from 2024 Team –

Considerations:

- Applications of students with a record of significant misbehaviour, especially within the last 12 months, will be subject to further consideration before progressing.
- In the absence of suitable Year 11/12 candidates, the position be offered to suitable Year 10/11 students. These students may run for the position again in their senior year.
- If a school leader is suspended during their tenure, their leadership position be reviewed with a likely outcome of their position being revoked.
- During the leadership application process, no gifts may be given to other students.

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Student Leadership Role Descriptions

College Captains (Year 12)

- To promote the spiritual, cultural, academic and social side of College life
- To act as the link between the student body and the Principal
- To set the standard in terms of presentation, language and behaviour
- To be a good leader who shows initiative
- To be an effective public relations ambassador for our school
- To attend meetings with school administration when required
- To participate in formal school ceremonies (e.g. Anzac Day, Awards Night)
- To be approachable with other students
- To be involved in a range of school activities
- To be able to relate to all members of our school community (e.g. teachers, support staff, parents, visitors, other students)
- To contribute to the College Newsletter
- To actively intervene, where appropriate, in matters that relate to student behaviour, safety and issues with respect to the reputation of our school and its members

College Vice Captains (Year 11)

- To promote the spiritual, cultural, academic and social side of College life
- To act as the link between the student body, College Captains and the Principal

- To set the standard in terms of presentation, language and behaviour
- To be a good leader who shows initiative
- To be an effective public relations ambassador for our school
- To attend meetings with school administration when required
- To participate in formal school ceremonies (e.g. Anzac Day, Awards Night)
- To be approachable with other students
- To be involved in a range of school activities
- To be able to relate to all members of our school community (e.g. teachers, support staff, parents, visitors, other students)
- To contribute to the College Newsletter
- To actively intervene, where appropriate, in matters that relate to student behaviour, safety and issues with respect to the reputation of our school and its members
- To stand in, when needed, to act for the College Captains

House Captains (Year 12 unless suitable candidates are not available)

- To promote the spiritual, cultural, academic and social side of College life
- To set the standard in terms of presentation, language and behaviour
- To work with your Pastoral Leader to promote team, house and school spirit
- To be a good leader who shows initiative
- To be an effective public relations ambassador for our school
- To be approachable with other students
- To be involved in a range of school activities
- Encourage all house members to participate enthusiastically in the College activities program
- Speak at school assemblies when required

Spirit Leader (Years 10-12)

- To promote the spiritual, cultural, academic and social side of College life
- To set the standard in terms of presentation, language and behaviour
- To work with the College Campus Minister in the organisation of all College liturgies and celebrations
- To encourage active participation in liturgies
- To show commitment to, and knowledge of the Catholic tradition
- To be approachable with other students

Social Justice Leader (Years 10-12)

- To promote the spiritual, cultural, academic and social side of College life
- To set the standard in terms of presentation, language and behaviour
- To work with the College Chaplain in the organisation of all College social justice activities
- To encourage active participation in social justice activities
- To show commitment to, and knowledge of justice issues
- To be approachable with other students

Technology Leader (Years 10-12)

- To promote the spiritual, cultural, academic and social side of College life
- To set the standard in terms of presentation, language and behaviour
- To model good online behaviours
- To work with the School Tech Team and staff in the organisation of all College technology events

Culture Leader (Years 10-12)

- To promote the spiritual, cultural, academic and social side of College life
- To set the standard in terms of presentation, language and behaviour
- To work with the College Cultural and other staff in the organisation of all College culture activities
- To encourage active participation in culture activities,
- Creative development of ideas
- Promotion of events and cultural opportunities
- To show commitment to, and knowledge of cultural issues
- To attend community meetings and events when required
- To be approachable with other students

College Ambassadors (Years 7-12)

- To promote the spiritual, cultural, academic and social side of College life
- To set the standard in terms of presentation, language and behaviour
- To be an effective public relations ambassador for our school
- To be approachable with other students
- To be involved in a range of school activities
- To interact with students and parents during College tours

Students will only be permitted to take on ONE formal student leadership role

Responsibility for implementation:	Principal
Policy status:	Version 3
Key stakeholders:	Staff and students
Endorsement Body:	Senior Leadership Team
Policy Author:	Principal
Date of Review:	2024
Date of Scheduled Review:	2026

The content of this policy can be changed at the College's discretion at any time without notification.