

TITLE: STUDENT COUNCIL ADVISOR – Elementary

QUALIFICATIONS: New Jersey Teaching Certificate.

REPORTS TO: Superintendent of Schools and Principal.

TERMS: School Year (10 Months).

RESPONSIBILITIES INCLUDE:

1. Instill in students a sense of pride and accomplishment for their participation in student council.
2. Actively seek students to participate in organization.
3. Supervise and instruct students as to the proper parliamentary procedures when participating in monthly student council meetings.
4. Organize and sponsor student exchange program.
5. Supervise the governing of the student body.
6. Listen and deal with student problems and relate problems & possible solutions to the administration.
7. Supervise students as they aid parents during “Back to School Night.”
8. Organize and supervise school dances, spirit days and any other appropriate school functions.
9. Organize and supervise school service to community.
10. Inform community of school functions and student achievements. (i.e. press releases, school sign, etc).
11. Carryout any other as deemed necessary by Superintendent and Principal as related to above.