

HEADS OF HOUSE

JOB DESCRIPTION

Overview

Working closely with the Leadership Team to take the leading role in moving the Farmor's House System forward. Heads of House will lead in creating a sense of identity and belonging across year groups and motivate and encourage members of their House to make a positive contribution. Heads of House will also be part of the Shadow Leadership Team to implement strategic development of the school and sixth form.

Role	Responsibilities
<p>Working with and dealing with:</p> <ul style="list-style-type: none"> • Members of your designated House • Staff House Coordinators (AL /TJ) • Leadership Team • Members of Staff as required for House Events 	<p>Recruitment of students (Year 7 and 12) Students' links with the community House system: participation and ethos Student voice Links between 6th Form and lower school Representing the school:</p> <ul style="list-style-type: none"> • tours: parents and interview candidates • interview panels • events (e.g. remembrance)

Events

- To promote the House enthusiastically and positively around the school.
- To lead House Assemblies once a term.
- To help organise and coordinate teams for House events (including House Matches & Sports Day)
- To maintain a high profile with all members of the House (Yrs. 7 - 13)
- To initiate one activity / club / event per term during the year.
- To keep the House notice board in good condition and to use it to communicate and display information about House activities and achievement.

Application Process	Training /guidance will be provided on:
<p>Letter of Application</p> <ul style="list-style-type: none"> ○ Selection process includes interviews, presentation to staff, staff panel ○ Success criteria include: <ul style="list-style-type: none"> • Confident • Organised • Good communicator • Reliable • Have leadership potential • Enthusiastic • Motivational 	<ul style="list-style-type: none"> - Action planning - Meetings: conventions - Public speaking - Marketing - democracy and representation - leadership

DEADLINES

- 24th January 2020 at 4pm- letter of application to Mrs White
- w/c 27th January 2020- interviews with outgoing SSLT
- 3rd February 2020 at 2:30pm- presentation to staff
- 4th-14th February 2020- interview with Mr Evans
- Applicants will start their role, if successful, on return from the February Half Term.
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