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## House Captain Job Description

- Work together with your partner House Captain to lead and motivate all members of your House in an enthusiastic, pro-active manner.
- Plan and lead weekly House Assemblies and House Group Meetings together with your Head of House and House Mentors.
- In House Group Meetings, encourage your Upper 5 House Assistant and Upper 4 House Helper to work with you as a team to motivate members of your House Group.
- Attend House meetings and other meetings as arranged/requested.
- Organise your House's participation in House Challenges, including the House Music Competition, House Drama and Sports Day.
- Liaise with Prep School and Prep House Captain and make sure that the views of pupils in these years are taken into account when planning events.
- Keep your Head of House up to date with your plans for House Challenges.
- Prepare Silver and Bronze Award Certificates and give these out in your House Assemblies at the beginning of each term.
- Together with the rest of your team, elect a House Hero/Heroes each term to be announced in Awards Assembly.

May 2019