

2010-2011 Student Leadership Application

Thank you for applying to serve our school community through the work of the Lasallian Student Leadership Class and Student Council. Please consider the following:

1. For **Directors of Lasallian Student Life** applicants, Part I and Part II of the application must be submitted to Mr. Swain by **3:00pm on Tuesday the 9th of February 2010**. You should include a resume with any work experience as well as religious education, leadership training, or involvement in activities.
2. For **Lasallian Student Leadership Class or Student Council Class Officer** applicants, Part I and Part II are due at **3:00pm on Tuesday the 9th of February 2010**.
3. Two adults must fill out the attached recommendation forms. One of these people must be from outside the school community (not a family member). The other may be a teacher or other employee of the school, if you choose. These people should be aware of your faith life and leadership skills in order to appropriately fill out the form. The form should be attached to the application or mailed to:

Attn: Mr. Swain/Mr. Hodges
Justin-Siena High School
4026 Maher Street
Napa, CA 94558

Be sure to fill the name field on the form before presenting it to potential references. It is also a courtesy to include an envelope with the address and a stamp already affixed.

4. Anyone wishing to be in Lasallian Student Leadership Class or Student Council must be able to attend the **Campus Leaders Retreat June 6th- 7th, 2010 and August 9-10th**.
5. It is required of Directors of Lasallian Student Life, and strongly encouraged of other campus leaders, to attend the **Lasallian Student Leaders Conference July 18-23, 2010**.

Please direct any questions, comments or concerns to Mr. Hodges, Mr. Swain, or Mr. Bailey.

Again we thank you for your interest in 2010-2011 Student Leadership.

Please submit no later than the due dates listed above.

Qualifications, Expectations and Responsibilities

Introduction

The best environment in which to learn about oneself as a leader is in the practice of leadership. The work of being a Lasallian Student Leadership student, Class Officer or Director of Lasallian Student Life is designed to give practical experience in organizing, planning, designing and implementing activities for the school community, and opportunities to build our faith community. Through your engagement with a variety of groups, you will learn the various aspects that affect high school activities. The intent is to equip you for growth and development based on shared mission/vision, peer relationships, Scripture, challenges, fun, and leadership.

In order to be considered a viable candidate, the following must be met:

Qualifications

- You must, in academic year 2010-2011, be a Sophomore, Junior or Senior student.
- You must be free from academic or disciplinary sanctions.
- You must have and maintain a 2.5 grade point average.
- You must be able to attend the Campus Leaders Retreats.
- You are encouraged (required if a Director of Lasallian Student Life) to attend the Lasallian Student Leaders Conference.

Expectations

- You will be willing to move beyond your comfort zone and encourage others to do the same.
- You will be flexible
- You will be self-motivated
- You will ask for help when needed
- You will be cooperative
- You will take risks
- You will challenge yourself and others
- You will have ingenuity

Responsibilities

- Creating a Spirit-filled environment on campus
- Working as a servant leader to build community
- Being engaged in student life activities, and encouraging others to participate
- Devoting out-of-class time to leadership responsibilities (set up for rallies, liturgies, prayer services, meetings, etc.)
- Being Spirit-driven and carry forth the Mission of Justin-Siena

Please submit no later than the due dates listed above.

Part I

For Director of Lasallian Student Life candidates and for Lasallian Student Leadership Class and Class Office Part I is due to Mr. Swain or Mr. Hodges by the 9th February.

Name _____ Graduation Year _____

Address _____

Preferred Phone _____ E-mail Address _____

Religious Affiliation (will not negatively impact) _____

Please circle the role in which you have most interest:

Lasallian Student Leadership Class

Director of Spirit Development
Director of Student Organization
Director of Communication
Director of Prayer and Worship
Director of Faith Development
Director of Service and Justice

Class President
Class Vice President
Class Secretary
Class Spirit Representative

References:

Name _____ Relationship _____

Address _____ Daytime Telephone _____

Name _____ Relationship _____

Address _____ Daytime Telephone _____

Please list any of the activities, training, involvement or education that you think qualifies you for Lasallian Student Leadership and Student Council. Please type on a separate sheet.

Please submit no later than the due dates listed above.

Part II

For Director of Lasallian Student Life candidates and for Lasallian Student Leadership and Class Office Part II is due to Mr. Swain or Mr. Hodges by the 9th of February.

The questions below are intended to highlight your God-given gifts and talents. However, we know that no one person will have the gifts and talents to provide all of the answers and do all of the tasks to lead the diverse student activities of the school. Therefore, in answering the questions, make certain that you include the talents that you find your greatest strengths, but also speak honestly about the areas that you see as your weaknesses. Your answers will be used as a springboard for the discussion during your interview.

Please respond **briefly** to one question from each group. Responses should **be typed**. **A hard copy should be turned in with your application and a digital copy emailed to Mr. Swain at swainc@justin-siena.com** The subject line should be **LSL 10-11 and your first and last name**.

Group 1

1. Describe your personal strengths and weaknesses as they might relate to this course.
2. As a group of about 30 students, it is our jobs to reach across the entire student body. Describe the groups you have immediate access to and the groups you see yourself working to communicate with in promoting student life events.
3. What is one goal you would have for next year in student leadership?

Group 2

1. Describe how you see balancing the responsibilities that you have already committed to and this new responsibility as a student leader.
2. How do you plan on committing to LSL along with your other school activities, such as academics, sports, theater, and clubs, etc.?
3. Outline your co-curricular plans and commitments for the next school year.

Group 3

1. How do you see yourself as being Spirit-driven and carrying forth the Mission of Justin-Siena?
2. What specifically can we do to create a Spirit-filled environment on campus?
3. How do you see your role in participating in and developing the faith dimension of student life?

"I have read and understand the qualifications, duties, and responsibilities of becoming a Director of Lasallian Student Life, LSL Class member, or Class Officer. I agree that all of my statements are true and accurate and that the people I have chosen to recommend me know who I am as a person, as well as my potential."

Please re-read the expectations on page 1 prior to signing this paper. By signing, you agree that if you cannot make necessary commitments, you will no longer be a part of this process.

Signature

Print Name

Date

Please submit no later than the due dates listed above.

Recommendation Form

On behalf of the student listed below the community of Justin-Siena High School thanks you for taking the time to fill out this evaluation. This student is applying to be a Lasallian Student Leadership Class member or Student Council Representative and will be responsible for all of the student activities of the school. We are looking for students who have demonstrated both a deep faith and modeled leadership ability.

In answering the questions below and rating the student on the back of this form, please add any additional information you feel would help us in our decision. Your answers will held in confidence and only shared with the other members on the selection committee. Thank you!

Please also remember that this is due on Feb 9th by 3:00 pm to Mr. Swain/Mr. Hodges at 4026 Maher St. Napa, CA 94558

Student Name: _____ How long have you known this student? _____

How would you describe the student as a leader?

Excellent Good Fair Poor Not a Leader

Please describe how you have seen this student act as a leader:

In what capacity have you become aware of the faith life of this student?

Close friend Teacher Pastor Counselor Coach Other

Please describe how you see their faith played out in their daily life:

Would you recommend this student as a servant leader to his/her peers?

Strongly Highly Recommend With reservations
Not at all

Additional comments:

It is our expectation that our student leaders exemplify the best qualities of Justin-Siena, both in their school life and their private life. Do you have any reservations that this student being able to accomplish this?

None Few Some Many

Additional comments:

Your Name _____ Signature _____

Phone number/E-mail where we could contact you if we have any questions? _____

Please also fill out the rating sheet on the back of this form. Thank you.

Please submit no later than the due dates listed above.

Recommendation Form

Please rate the student on the following traits.

Topic	Always		Sometimes		Never	No basis for Judgement
Volunteers for leadership roles in class	5	4	3	2	1	0
Completes assignments and projects on time	5	4	3	2	1	0
Works well in a group	5	4	3	2	1	0
Budgets time wisely	5	4	3	2	1	0
Organized	5	4	3	2	1	0
Helpful without being asked	5	4	3	2	1	0
Comfortable speaking in public	5	4	3	2	1	0
Respects others opinions and property	5	4	3	2	1	0
Able to work independently	5	4	3	2	1	0
Computer skills	5	4	3	2	1	0
Artistic skills	5	4	3	2	1	0
Photography skills	5	4	3	2	1	0
Willing to compromise	5	4	3	2	1	0
Compassionate	5	4	3	2	1	0
Reliable	5	4	3	2	1	0
Responsible	5	4	3	2	1	0
Honest	5	4	3	2	1	0
Enthusiastic	5	4	3	2	1	0
Creative	5	4	3	2	1	0
Able to fit into most social peer groups on campus	5	4	3	2	1	0
Outgoing	5	4	3	2	1	0
Friendly	5	4	3	2	1	0
Set an example	5	4	3	2	1	0
Spirit-filled	5	4	3	2	1	0
Has the time	5	4	3	2	1	0
Handles Deadlines well	5	4	3	2	1	0
Engaged in school life	5	4	3	2	1	0
Outreach ability	5	4	3	2	1	0
Dependability	5	4	3	2	1	0
Willing to step outside comfort zone	5	4	3	2	1	0
Flexible	5	4	3	2	1	0
Self Motivated	5	4	3	2	1	0
Can ask for help	5	4	3	2	1	0
Cooperative	5	4	3	2	1	0
Ability to take risks	5	4	3	2	1	0
Challenge self	5	4	3	2	1	0
Ingenuity	5	4	3	2	1	0

Signature: _____

Date: _____

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Ability to take risks	5	4	3	2	1	0
Challenge self	5	4	3	2	1	0
Ingenuity	5	4	3	2	1	0

Signature: _____

Date: _____

Please submit no later than the due dates listed above.

Job Descriptions for Directors of Lasallian Student Life

Director of Prayer and Worship: Is charged with the daily prayer life of the school.

- Responsible for the worship activities of the school
- Responsible for morning prayer (to either do or choose someone to do)
- Responsible for creating a culture of acceptance for prayer and worship
- Responsible for other duties as assigned.

Director of Communication: Is charged with the overall communication of school events as well as the process for elections of Homecoming Queen, Turnabout King and the Director of Student Life elections.

- Responsible for the publication and advertisement of school activities
- Responsible for promoting the activities of the school
- Responsible for the election process for school events such as Homecoming Queen, Turnabout King, and the Director of Student Life elections.
- Responsible for other duties as assigned.

Director of Service and Justice: Is charged with the service and social justice life of the school.

- Responsible for the retreat program (ensuring that there are leaders, people interested in attending, etc.)
- Responsible for creating a culture of service beyond service learning
- Responsible for actively seeking service projects for Justin-Siena students
- Responsible for the promotion of social justice on campus
- Responsible for other duties as assigned.

Director of Student Organization: Is charged with outreach to all student organizations and the operation of student council.

- Responsible for outreach to all other student organizations Responsible for the finances of the clubs, ministry activities of the school (acts as treasurer)
- Responsible for the election process of Class and Club leaders
- Responsible for other duties as assigned.

Director of Spirit Development: Is charged with building community through the school.

- Responsible for the building of community through the activities of the school
- Responsible for creating excitement and engagement of the school community before, during and after our activities
- Responsible for the spirit of the community thorough rallies, spirit activities, and other events such as homecoming.
- Responsible for other duties as assigned.

Director of Faith Development: Is charged with building community through the school.

- Responsible for the building of community through the activities of the school
- Responsible for creating excitement and engagement of the school community before, during and after our activities
- Responsible for the spirit of the community through prayer services, liturgies, Founder's Week, and other faith experiences.
- Responsible for other duties as assigned

* Job descriptions are under revision and will be finalized for the 2010-2011 school year with the consultation of current and incoming Directors of Lasallian Student Life as well as the Director of Student Activities, Director of Campus Ministry, and Vice Principal of Student Development.

Please submit no later than the due dates listed above.

Job Descriptions for Class Representatives on Student Council

Class President shall:

- Preside over bi-weekly class meetings
- Have the power to appoint committees subject to the approval of the class representatives and class moderator
- Promote student life activities, including rallies, retreats, sports, liturgies, dances
- Have the responsibility of coordinating class activities
- Approve all class expenditures

Class Vice President shall:

- Have the full responsibility for the office of the class president in the absence of the president
- Assist the president in coordinating class activities
- Chair the meetings of any and all committees established by the class

Class Secretary/Treasurer:

- Maintain an accurate report of all minutes of class meetings and class officer meetings (in designated binder)
- Publish the agenda and minutes of class meetings in a timely manner, Class Moderator and Director of Student Activities need to receive digital copies of agenda and minutes
- Be responsible for collections, deposits, and check requests for the class money as well as keep an accurate record of all transactions

Class Spirit Representative:

- Represent the class at all Spirit Committee meetings
- Be involved in the organization and planning of school rallies
- Promote school spirit in the class throughout the school year
- Help instill a positive attitude toward school activities

Class Meeting Expectations

During non-Student Council Meeting weeks it is expected that the class representatives meet. Those meetings should have, at minimum, three of the four elected class representatives present, as well as the Class Moderator, or Director of Student Activities if the moderator(s) is unavailable in a given week.

Student Council Attendance Policy

- Required to be present at all Student Council Meetings.
- Attendance will be taken at the beginning of every Student Council Meeting.
- Those not in attendance will receive a slip notifying them that they missed the Student Council Meeting and how many, if any, meetings they have previously missed, as well as the date of the next Student Council Meeting for their planning purposes.
- After three unexcused absences you will be required to meet with Mr. Swain for an evaluative meeting and identify an appropriate course of action, potentially including a probationary period or removal from Student Council.

Please submit no later than the due dates listed above.