

Schoolwide Leadership Roles Protocol

Rationale for Schoolwide Leadership Roles: Leadership roles develop student skills in: time management, organization, project management, budget management, decision making, problem-solving, conflict resolution, empathic listening, collaboration, public speaking, teamwork, mentoring, interviewing, inquiry, feedback, and reflection. Students put leadership skills into practice, gaining self-confidence. Students express or develop talents, strengths, potential, and skills. Students feel responsibility, purpose, and connection.

- [Student Leadership Roles Module](#)

Schedule of Roles:

Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May
Applications Out: 8-28 Due: 9-4 Interviews: 9-6 Kick-off/Training: 9-9	<i>LEAD OUT</i>	<i>LEAD OUT</i>	<i>LEAD OUT</i>	Apps Out: 1-2 Due: 1-8 Interviews: 1-10 Kick-off/Training: 1-13	<i>LEAD OUT</i>	<i>LEAD OUT</i>	<i>LEAD OUT</i>	<i>LEAD OUT</i>

Beginning of Each Round:

Action Team Responsibilities:

- Order, count and deliver applications before the 1st day of school AND before Christmas break. [LIM Role Application](#)

Teacher Responsibilities: Point Person: Ali Squires

- Support and encourage students to apply for a leadership role.
 - [Leadership Roles Roll-Out](#)
- Check, collect, and turn in all applications to Mrs. Squires office.

During the Hiring Process:

Action Team responsibilities:

- Collect, sort, and distribute all applications to adult role leaders.
- Conduct group interviews and input your hired students on the google doc.
- Prepare hire letters, leader tags, and schedule of meeting dates/duties
 - [LIM Hire Letter](#), [Leadership Role Name Tags](#)
- Prepare for the Kick-off Assembly, choosing one prior student to help train up the new hires.

Teacher responsibility:

- Release your students to the appropriate interviews/training during this timeframe.

During the Role:

Action Team responsibilities:

- Each adult role leader will meet with their group of student leaders at least once a month for check-in and reflection. [Leadership Huddle Schedule](#)
- Each adult role leader will check in with teachers once a month on their student leaders' attention to classroom responsibilities using this survey. [Leadership Survey](#)

Teacher Responsibility:

- Support and encourage students to keep up with the responsibilities of their leadership role.
- Communicate with the adult role leaders if there is a concern or a celebration!