

Classroom Leadership Roles

Absent Student Supporter – keep track of daily work for absent students

Assignment Notebook Checker – stamp assignment notebooks

Attendance Taker – report daily attendance to the teacher each day

Board Cleaner – wipe down boards at the end of the day (check with the teacher on what needs to stay)

Chair Checker – push in chairs at the end of the day

Classroom Greeter – welcome guests as they enter the classroom, this includes when a substitute teacher is present

Door Holder – hold the door as we go in and out of the building, close the door when we exit the classroom

Electrician – turn on lamps in morning, turn off lights & projector when we leave

Errand Runner – run errands as needed

Floor Checker – pick up the classroom floor

Germ Patrol – wipe down tables and desks

Gardener – check on the plants daily

Hallway Checker – keep the hallway outside our classroom tidy

Hallway Leader – line leader

Homework Checker – make sure work is turned in and checked off each day

Kindness Catcher – add acts of kindness to our wall

Librarian – keep the classroom bookshelves tidy

Lost & Found Patrol – help lost items find their owner

Lunch Tub Carrier – carry the lunch tub to the café, to recess, and back inside

Name Chaser – match nameless papers with names

Paper Passer – hand out papers

Photographer – take pictures of happenings in our class

Receptionist – answers the classroom phone

Recess Roundup – check for items before we come inside

Reporter – keep track of important events

Supply Manager – check on and organize classroom supplies

Sweeper – sweep the floor at the end of the day

Teacher's Assistant – help the teacher with any needed tasks in the classroom

Tech Expert – assist with iPads, must be good at problem solving

Time Tracker – keep track of times, must be able to read a clock

Video Announcements – play video announcements daily

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Job Application

Date: _____

Applicant: _____

What are your top 3 choices?

Why are you the best candidate for your first choice?

To be filled out by your teacher:

Job Title:

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My
responsibilities
are:

When do you need to complete your job? _____

Ideas to Get You Started



Why am I the
best applicant
for this job?

responsible
previous experience
organized
trustworthy
consistent
observant
creative
artistic
kind

problem-solver
goal-setter
focused

strong time management skills
strong collaborator
able to take direction from others

determined
patient
takes initiative
dependable
encouraging
empathetic
confident
good listener

outgoing
curious

strong communication skills
strong math skills

I enjoy...

I am working on...

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takes initiative

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encouraging

empathetic

confident

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strong communication skills

strong math skills

I enjoy...

I am working on...

How am I doing?

My job is: _____

Today's Date: _____

What responsibilities have I been completing as a part of my job?

Is there anything I could do better?

Today's Date: _____

What responsibilities have I been completing as a part of my job?

Is there anything I could do better?

Today's Date: _____

What responsibilities have I been completing as a part of my job?

Is there anything I could do better?
