

# Publicity Chair

## Job Description

Philosophy of student leadership- as an elected officer, you're setting a good example for the rest of the student body. Throughout the year, you will work together with the other members of student council to develop your leadership skills. Sometimes this will involve taking charge of a project on your own, and other times this will mean working with all nine members of the council to get an important job completed. To be a good leader, you must be able to be original, yet also be able to follow someone else's lead. As a student leader, you will also help determine the direction of the middle school's community service efforts.

This is a brief summary of what your job as Publicity Chair would require of you. You will also have your own special leadership qualities that you will bring to the Council.

- Most important- set a good example for your fellow students
- Create and update bulletin boards that house all student announcements and news
- Work closely with the fine arts chairperson
- Help support the other officers with their duties
- Run convocation with the other officers.
- Create original signs, banners, and other means to publicize or display student events and activities.
- Take down all publicity after the event/ activity.
- Help run events – example: Spirit Week, Tartan Faire, and Dances.
- Get students excited about events and show a good example by showing school spirit
- Work together with the rest of the student council to plan events
- Decorate and help run the dance including collecting money at the beginning and cleaning up at the end
- Help with sales by setting up, selling, cleaning up, and being there well in advance of the start of the sale
- Go to the party store/Costco/Smart and Final for dance supplies