



## Purpose

The purpose of this document is to outline the responsibilities and expectations of each member within the student council. This document shall at all times reflect the current standing of each position and project as representations of the council.

## StuCo Eligibility Requirements

Student Council at NSA is an incredible opportunity to create real partnerships and solve real problems for our school. But it isn't for everyone who attends NSA. If you aren't interested in building relationships or can't turn on your camera, this isn't an experience you will enjoy. Additionally, to be eligible for StuCo leadership a student must:

- Be listed as **graduating from NorthStar** in Genius.
- Be currently enrolled in **at least 4** classes
- Be eligible for grade-level **promotion** next August
- Have a **C-average** or better
- Not have had a **paid extension** for the past two semesters
- Not have had a **disciplinary infraction** at NSA

## Universal Responsibilities

### Overall Conduct

All SC members must conduct themselves in an appropriate and edifying manner in accordance with the guidelines instituted by NSA, being leaders and examples for the rest of the student population to follow. NSA has seven [Expected Student Outcomes](#) and as StuCo members, we do our best to be aware of these school wide goals and to model them to others.

Additionally, StuCo officers commit to exploring and modeling [NSA's community norms](#) on our TEAMS campus and with one another. All members should maintain healthy relationships with council members, advisors, technical support, and the NSA administration.

### LEAD300 EVP Course- (High School Officers only)

Officers are automatically enrolled into NSA's leadership course, which is a **free EVP course** that earns half a credit as a CLCR (College and Career) elective. This course can be taken twice for credit. If taken a 3rd time, it will be for audit, not credit. You are required to participate in the Buzz course assignments and live class sessions, just like all other EVP courses.

- EVP live meeting time will be **50 minutes on Tuesdays at 10 AM - 10:50AM** during the 2023-24 school year.

- For those of you in the Eastern Hemisphere, there will be a session offered Tuesday evenings, time TBA, depending on who applies and how many eastern hemisphere leaders we have. We can pick a time that works best for the most families.
- LEAD 300 syllabus- free, full year high school elective that earns .5 credit (.25 each semester).
- [Events & Breaks- 23-24 Schedule](#)
  - Note: This is a “living” document. You can save the link to immediately see the most up to date information.

## Officers & Representatives

There are two tiers of membership in the student council: Officers and Representatives.

Officers are held to a traditional EVP schedule and take LEAD300, earning credit as they serve the student body over the year. Officers are assigned to an operations team (either the Leadership Team, the Communications Team, or the Outreach Team).

Representatives have a StuCo vote and are invited to help nurture and care for those on our MS Teams campus. Representatives are not on an EVP schedule, do not earn a free leadership course and do not earn credit the year they serve on StuCo. A representative role is perfect for a traditional, VRP student. Representatives come to one StuCo meeting a month, develop many new relationships, and they host one friendly gathering every month on campus. Representatives partner with the StuCo Secretary and other adult volunteers to serve the student body on our MS Teams campus. For more details, see the “Representatives” section below.

## Leadership Team

### Team Competencies

Students serving on our Leadership Team might see themselves pursuing professional work in leading schools, non-profit organizations or other businesses.

Team Competencies include:

- Regularly partnering with adults in campus planning and solving school problems.
- Moderate experience in public speaking.
- Comfortable with camera on/mic on conversations.
- Comfortable making video and audio recordings for training others.
- Being present, safe, and available to your teammates.
- Moderate to advanced knowledge of backend technologies (Microsoft TEAMS, especially.)
- Ability to lead small teams of peers through training and meetings.
- friendly help when ‘tasking’ others with important to do items or long checklists.
- Multi-layered responsibilities are handled with timely and transparent communication up and down their pathway of influence.

### President

**Application and Election.** The president’s primary responsibilities are to oversee and guide all StuCo operations, especially the Communications Team. The president grants final approval of projects, delegates responsibilities as necessary, and ensures that the StuCo remains efficient in executing its responsibilities.

The president will assist the school administration in monitoring public teams; he/she may delegate this responsibility to other StuCo members. The president or his/her delegate must directly report any questionable situations or comments to the NSA administration. The president is accountable to the StuCo advisors and NSA administration and is encouraged to seek their advice in leading the council. Additionally, the president helps plan and lead StuCo meetings, and assists members as necessary in executing their positions. If necessary, the president may amend the governing documents according to the appropriate procedures. The president works to make sure everyone on StuCo has what they need to do their jobs with excellence. **Prior StuCo officer experience required.**

**In addition to LEAD300 officer expectations, Presidents are required to complete these tasks:**

- Direct and guide the council in decision making and planning
- Communicate clearly and regularly with the StuCo Advisor and the rest of Student Council
- Support teammates in carrying out their duties, check in & help them communicate smoothly
- Host Student Council meetings & non-stuco leadership meetings
- Attend & participate in leading school wide events
- Be willing to speak publicly at a variety of events & actively represent Student Council
- Support the Communications Team

**Esther Noeth, 2022-2023:** *Being president is so much less and so much more than it sounds. It's less glorious, maybe. Less specific-public-areas work, sure. Less creating, I guess that too. But it's also a bit more of everything as well: more communication, more work with groups of leaders, and definitely more public leading. This year, I stepped into my role sweating with the daunting idea that I was taking on a ton of tasks. I thought being president meant being able to handle whole events all by myself, work until I was exhausted, and coordinate all sorts of complicated behind-the-scenes important leadership stuff. Thank goodness I was wrong. Honestly, I've probably done more public speaking than anything else. Hosting leadership meetings and directing leadership conversations is a big part of this role: getting everybody on the same page is key. Really, the role of president is to bring people together and to communicate well—to lead a group of leaders. Which sounds terrifying, I know. And maybe it is, at first. But it's also so, so rewarding.*

*Let me say that again: the president is in a unique position where they don't have a public student group to influence—their area of influence is the leaders. Now, think about it for a minute. Each of these leaders is going to be coordinating, organizing, and creating in whatever area of influence they have. And they all need to be in sync, working towards the same ultimate goals throughout the year. The president's job is to make sure they are all organized, helping them meet and communicate with one another so they're getting the most done. It's really not as hard as it sounds. Sometimes it looks like dm'ing a random stuco member who's out of sync with the rest and doing their own thing. Sometimes it looks like meeting with the StuCo Advisor (for me it was Mrs. V) and connecting weekly to plan the Student Council meeting topics. Sometimes it's just stepping up to fill holes in an event committee. However it ends up looking, the president's ultimate job is to keep things running smoothly. Whatever tasks end up being involved, this role is really about leading a group of leaders in the right direction.*

## Vice President

**Application and Election.** The vice president's primary responsibilities are to serve the StuCo Outreach Team, as well as assist the president in his/her duties and function as the “head of the outreach team;” if for any reason the president or another officer is unable to fulfill his/her duties due to an absence or excessive workload, the vice president will assume the neglected responsibilities. The vice president also maintains the StuCo's relationship with the student body, keeping communication open and ensuring that the student body's opinion of the StuCo remains positive. The vice president is accountable to both the president and the StuCo advisors. **Prior StuCo officer experience required.**

In addition to LEAD300 officer expectations, Vice Presidents are required to complete these tasks:

- Direct and guide the council in decision making and planning in concert with the president.
- Communicate clearly and regularly with the StuCo Advisor and the Office.
- Support teammates in carrying out their duties.
- Cover for leaders if they are absent and can't attend to tasks or meetings.
- Support the Outreach Team, specifically the Club Coordinators.

*Chichi Ugochuku, Vice President, 2022-23; Welcome Committee Leader 2021-22: During my first year in the Council as Welcome Committee Leader, I had never hosted a school-wide event call with a guest outside of NSA (well, except my dad, but that doesn't really count). The best I had done was to be a backup host for another officer, which pretty much meant that I didn't do anything except hope that the officer's Wi-fi wouldn't suddenly crash so that I'd have to take over the meeting. This year I am VP. When the College Fair was a little short of student hosts, I nervously signed up to be the sole host at the North Carolina State University session. During the week of the fair, a couple of colleges canceled their sessions and moved their dates, and I (maybe a bit selfishly) prayed that NC State would be one of them. It was not. 15 minutes before my appointment, I waited with the adult staff member for the university representative to show up. As the minutes ticked by and she still didn't show up, I began to hope against hope that she had abandoned the call. It was not to be. So yes, I did have to engage in public speaking after all, ask the representative questions from the chat, make up my own when the chat was lacking, and send a thank-you note to her later. And...it actually wasn't so bad. I felt like I had accomplished something big when it was all said and done, and I wouldn't mind doing it again. This is just one example of how my experience on the Student Council has made me a more courageous person.*

## Secretary

**Application and Election.** The secretary primarily functions as the 'head of representatives team'. He/she leads representatives and ensures that emails and meetings are executed regularly by representatives; the secretary also collaborates with the officers to provide equal opportunities for representatives to serve under officers. The secretary as head of representatives must meet with representatives in Teams. Furthermore, if a representative is unable to fulfill their position for any reason, the secretary may temporarily assume the neglected responsibilities. The secretary is also responsible for the maintenance of the governing documents and all components of the StuCo log, including job reviews (to be completed once per semester) and election promises. **Prior representative or StuCo officer experience required.**

In addition to LEAD300 officer expectations, Secretaries are required to complete these tasks:

- Make sure reps write and send their monthly newsletters
- Hold weekly meetings with reps & check up on them
- Effectively communicate between reps and officers
- Cover for reps if they can't complete tasks or are on vacation
- Work with the Leadership team, primarily in strategic planning and communication.
- Work with the ad coordinators, passing on information from reps for weekly updates.

*Zoe Lam, '22-23 (Secretary): Before joining StuCo, I was a soft-spoken person who did not engage much in public speaking, but my courage to get out of my comfort zone to lead and pursue this area of leadership led me to meet wonderful individuals and develop leadership, teamwork, and responsibility skills. I still remember the first time I hosted a rep meeting. I was nervous, but eager to get to know the members I will be working with this year. Turns out, only a few of the members could make it to the rep*

meeting, but I was grateful that at least a few could show up. To be completely honest, my first rep meeting didn't go so well. It ended in 15 minutes, and I was a little upset it ended so abruptly. However, through this experience, I was able to improve on my next meeting and find ways to engage with my peers better. I created a PowerPoint and planned ahead by listing down questions to ask. I found that ice breakers really helped to get the conversation going and started using those. Sometimes things may not work out on a first try, but with experience and dedication, you can always try again to make things better. If I have to describe the Secretary role in one word, I would say people. You will work a lot with people, especially with the representatives and officers. You are the person representatives go to to ask questions or when they need help with newsletters, so you pretty much have to check Teams quite often. As a leader, it's important to reach out to check on others, but sometimes you also have to tell others what you need. A two-way communication helps both you and the people you work with understand your overall visions and goals for leadership, and you can all work together to make it a reality. It may be difficult at first, but you never know what kind of friendship or memories you'll make. Listening is also very important in the Secretary role. You have to be an open-listener who is willing to listen to others and be the main messenger of the representatives team by letting them know news or updates from the main body of the StuCo Team. If you love leadership and people, I would say that the Secretary position is for you! It's not too overwhelming if you don't have a heavy school load, but a lot of time can go into shepherding and being there for people.

## Communications Team

### Team Competencies

Students serving on our Communications Team might see themselves pursuing professional work in marketing, business, writing, publishing, social media, design/graphic design, non-profit or recreational work.

Team Competencies include:

- Digital Design abilities/Being able to work Canva.
- Condensing information into a simple but engaging paragraph.
- Advertising capabilities.
- Knowledge of how to post to multiple channels across our Teams campus.
- Keeping & managing a collaborative advertising calendar.
- Hosting conversations with student leaders across our Teams campus.
- Partnering with NSA's home office communications team for direction, skillbuilding, and projects.
- Working on Event Committees and coordinating with volunteers and hosts for events.
- Having the big picture for events to be able to answer questions and work effectively.

### Advertising Coordinator (up to 2 positions)

**Application Only.** The Advertising Coordinator oversees the student council's communication with the student body and other student organizations, advocating for the student council in these relationships and functioning as a point of contact. He/she primarily executes this responsibility through advertisements to the student body throughout Teams and in collaboration with NSA staff whenever possible. He/she ensures that communication is regular and professional. The communications coordinator also manages announcement channels. **Prior StuCo officer or representative experience required.**

In addition to LEAD300 officer expectations, Advertising Coordinators are required to complete these tasks:

- Find out the details of upcoming events (including but not limited to contests, Spiritual Life events, fairs, fundraisers, holiday celebrations, school celebrations, etc)
- Lead, mentor and provide clear content/graphic needs to content creators
- Advertising for clubs, club events, spiritual life chapel
- Sending out and preparing for the Weekly General Posting
- Managing deadlines and managing time wisely
- Both Ad Coordinators MUST be in contact and communicate with each other on a regular basis
- Having a vision for a system/process to split responsibilities and a process for communicating with Content Creators

*Lydia Novak 22-23: As an Advertising Coordinator this year, I've had a bit of a different experience on Student Council. In a lot of ways, it's been very similar. In other ways, it's been really different. While I haven't made as many graphics this year, I've had to be more vigilant and use online tools in creative and strategic ways in order to manage my time, and not waste other people's time. I have to consistently make sure that Content Creators have the resources and tools they need in order to create amazing content. And, of course, I have to communicate with my partner in crime, Cora. It's been so helpful having a second person in the same position as me this year. I can honestly say, I feel more well-equipped to deal with challenging situations and situations that require problem-solving, planning, and tough communication. It's hard sometimes to take it upon yourself to be in consistent contact with your partner. But, to anyone on StuCo next year, PLEASE make sure you do this step. Communication is so important and NOTHING gets done (correctly) without it.*

*Cora Metzger 22-23: This year definitely started off with a challenge, as it was a new role on Student Council. Sure, there was a sort of job description, but it was mostly hypothetical since there had never been an Advertising Coordinator before, or Content Creators for that matter. It was up to us as the Communications Team to decide what those roles really looked like when they were actually put into practice. Throughout the first part of the year, Lydia and I were in constant communication with each other as far as deciding who would do what, and making sure we had all of our responsibilities covered between the two of us. Eventually we settled into a rhythm with our role and with the Content Creators, using spreadsheets to help us keep all the graphics and announcements on track. Starting out with a role that was previously nonexistent was definitely a challenge, but it was also a really fun and interesting experience.*

## Content Creators (up to 3 positions)

**Application Only.** Content creators practice graphic design using software such as Canva to create posters, infographics and other types of graphic media with the goal of representing people well and sharing information about groups and events on campus. Content creators might also participate in NSA's media platforms including writing blogs, scripts/skits, vlogs and podcasts content for NSA. **No StuCo experience required; volunteer leadership experience preferred.**

**Content Creators are required to complete these tasks:**

- Create on demand graphics and (written) content for school events and groups.
- Be able to resize graphics for different social media or other platforms when necessary.
- Gather regularly with teammates for friendship and accurate information/communication.
- Create branding for events, such as creating banners, a color theme, fonts, and a general look for a certain event.
- Being open to communicating with students if they have questions.

- Being in constant communication with Ad Coordinators and mentors.
- Being able to work behind the scenes but also making sure to build relationships with the Student body.
- Being able to keep graphics and documents organized in both Canva and the StuCo google drive.
- Complete LEAD300 assignments.

**Anna Anderson StuCo Content Creator 2022-2023:** *Working on StuCo this year has given me so many valuable leadership skills! As a content creator, I've been able to create graphics for school events and advertisements through resources such as Canva. StuCo has been so much more than that though! I've learned how to become a better leader in areas such as communication, public speaking, and servant leadership. Furthermore, I've gained invaluable relationships with my teammates. It's been a new experience working on Student Council in an online environment, but I can confidently say that it's worth it! Mrs. V is a wonderful teacher/leader and she has taught me a lot not only about how to be a better leader, but really just about life in general. All in all, StuCo has been different than I expected but I would encourage anyone interested to look further into it and see if it's something you'd like to be a part of!*

**Daniel Simmons StuCo Content Creator 2022-2023:** *I can say with confidence that I have never participated in an opportunity such as NorthStar's Student Council. In the last year, I have learned how to manage my time (with total independence), work with a team, and know the importance of getting such tasks done. I have met some of the most talented & caring students at this school through Student Council, and have made good connections. Student Council will push you to be more efficient, test your patience, but most importantly take the time to make sure you are growing and improving. Mrs. V has been a mentor like no other in my life & has the humblest of hearts and the best work ethic under pressure. I strongly advise anyone to undertake Student Council while they're at NorthStar! I have improved so much through it this year!!*

**Carla Farag StuCo Content Creator 2022-2023:** *Being a StuCo content creator has made me realize just how important it is to have relational and communication skills. Although a lot of my role on StuCo consists of creating graphics, blogs, videos, and posters. I also realized that a lot of what the role requires is building relationships with other StuCo members and the student body. Communication between content creators and ad coordinators is essential for things to run smoothly, without it everything will fall apart. This year I got the chance to have the most wonderful mentors to lead and guide my team, Mrs.V, Mrs.Casto, and Mrs.Armstrong have taught me so much, whether that be in doing actual content work, being a responsible leader, or building relationships.*

**Christian Jiratharanat StuCo Content Creator 2022-2023:** *Being a Content Creator on NorthStar's Student Council has been an amazing experience. Throughout my leadership journey, I have learned so much and have become better at time management, public speaking, graphic design, communication, and so much more. The people who are on StuCo are extremely talented, kind, and gracious. Being a part of the Student Council can be challenging, but there are many peers and mentors to support you along the way. The experience has made me learn so many lessons that have spilled over into all aspects of my life. I absolutely think everyone willing to take on a challenge should try to join Student Council!*

**Jared Lemmon StuCo Content Creator 2022-2023:** *Although I had a bit of a rough start at the beginning, I quickly worked through it and found the amazing aspect of being a part of StuCo. Not only do you get the opportunity to work with a team and be able to talk and communicate to people with similar goals in mind, but you also get to challenge yourself in a lot of different aspects. Through public speaking, creating graphics, or even co-hosting SEE calls, you get to hear the other side of teams in a different light, which is just absolutely amazing. Not only do you get to see the pieces being moved, but you have the opportunity to be one of those pieces that paint a bigger picture.*

# Outreach Team

## Team Competencies

Students serving on our ministry and services team might see themselves pursuing professional ministry or non-profit work.

Team Competencies include:

- Moderate to advanced knowledge of backend technologies (Microsoft TEAMS, especially.)
- Ability to lead small teams of peers through training and team building meetings.
- friendly help when ‘tasking’ others with important to do items or long checklists.
- Multi-layered responsibilities are handled with timely and transparent communication up and down their pathway of influence.
- Complete LEAD300 assignments

## Welcome Committee Leader- (up to 3 positions)

**Application.** The welcome committee leader oversees the welcome committee and all subsequent projects and activities. He/she functions as the “director of first impressions,” ensuring that new students are welcomed and assimilated into NSA’s online community. The welcome committee leader also directs and maintains the welcome committee’s channels and the NSA newbies team. The welcome committee leader should remain active in communicating with the welcome committee members, team leaders associated with the welcome committee, and, if necessary, new students. **No StuCo officer experience required, volunteer student leadership experience preferred.**

**In addition to LEAD300 officer expectations, Welcome Committee Leader are required to complete these tasks:**

- Host meetings with their peers (ex: mixers, informational meetings, training, etc).
- Gather regularly with volunteer leaders for friendship and community building.
- Track the arrival of new students efficiently and delegate their welcoming to committee members.
- Keeping new students in the loop about campus events via announcements (both posted and verbal).
- Complete LEAD300 assignments.
- Point person for peer to peer communication, making personal invitations and posts, inviting new students on campus to school wide happenings.

**Dorshea Goh, 2020-21(10th Rep), 2021-22 (VP), 2022-23 (WCL):** *My experience with the Welcome Committee throughout all my years at NSA has always been such a fulfilling, warm one where I always felt like I was truly part of student life here. I have been involved with the Welcome Committee both as a student on the receiving end, a Welcome Committee Member, and a Welcome Committee Leader. I still remember joining NSA during the second semester of the 2019-2020 school year, and feeling a little apprehensive because I wasn’t joining during the usual time when the school year began. But a certain WCM, Samantha Aquino, warmly welcomed me into NSA, befriended me, and patiently showed me the ropes. I signed up for the Big Sibling Program and she was my NSA Big Sibling. That part of the WC had an immense impact for me, and it was partly what set NSA apart from other schools—the energy and love it put into making new students feel welcome. Having spent this past semester on the other side of the program, helping to manage the WC and my wonderful WC team, I now truly appreciate the amount of energy and time all the Welcome Committee Members sacrifice in order to serve the StuBo. The experience of bonding, learning, growing, making*



mistakes, and having fun with my fellow teammates in the WC is so priceless. I have learned many team-building skills from experience in the WC alone, not even mentioning the LEAD300 course! The hardest part of the job is probably keeping up the motivation and team morale further on into the school year, when everyone is tired and busy with school. But if you feel God calling you to the WC, whether as a member or leader, trust Him, because He has led you here for a reason! As long as you do your best and are open to making mistakes and learning from them, you will find a new “family”, community, and friends among the WC and the students you welcome!

**Ruthie Overholt (WCL) 2022-2023:** *Becoming the Welcome Committee Leader has been one of the best roles I ever took at Northstar Academy. I've learned so much about leading and communicating with your teammates through the WCL role. You learn how to trust each other and be each other's cheerleaders. I would say the role of WCL is to encourage new people and returning students as well. Through my experience, being the WCL, with Dorshea and Maia, I've learned to lean on my fellow leaders. The role of the WCL is to be warm, friendly, energetic, and tuned to what is happening at NSA. Often, new students struggle to find a place at NSA because of the iNSAnity. The job of the WCL is to give new students a tour around Teams and help them find their grounding in the NSA culture. I always thought the role of a WCL was to greet new students and build relationships with the Welcome Committee members however I was wrong. Yes, you can greet new students and have your own team, but you learn to be gracious and humble towards your fellow team members. The role of the WCL is definitely not easy however the experiences with becoming one is so worth it. One of the hardest parts, for me, was finding time to connect with my team members. Since the WC is made of diverse groups, it's hard to find time to call or even text your group. As a WCL, you learn how to manage time and include people from all over the world. I have loved the role of WCL and learned so much from it. I'm so grateful for the opportunity to grow and mature during the year 2022-2023 as a WCL.*

**Maia Coyle (WCL) 2022-2023:** *I thought that being a Welcome Committee Leader would be easy. It was just greeting new people, right? No, it wasn't easy, but it was 113% worth it. There was a lot of growing that needed to happen when I first stepped into the role. But since then, I have learned so much. A WCL leads and trains other students to become leaders while welcoming people into the NSA culture. They lead the Welcome Committee, have monthly calls, and keep the WC up to date on what is happening in the NSA culture and community, while also greeting new people themselves. BUT, I cannot emphasize enough how much fun being a WCL is. You're able to hear stories from students all over the world. You also get to brag about how amazing NSA is to other students. Being a WCL is worthwhile - especially when you have an AMAZING team like I do :D*

*I had to learn a lot through the experience, and that was part of the joy. One thing that I have had to grow a lot in has been communication. I've had to learn how to communicate clearly with Dorshea and Ruthie. I've had to learn how to get an informational text message across without sounding like I was angry. It's surprising how grammar can seem when read from the other side of the screen. I loved being a WCL, and I loved my experience. Not only did I learn from it in my online/calling/texting life, but also in my social life. I noticed how I interacted with my in-person friends was changing for the better. Starting conversations with a random stranger both online and in person became natural to me, and far less awkward. In the WCL role, you learn how to be naturally outgoing, friendly, and kind. I've loved being a Welcome Committee Leader for the 2022 to 2023 school year!!!!*

## Club Coordinator (up to 3)- New '23-24

**Application Only.** The club coordinator builds relationships with student volunteers on our Teams campus. They are responsible for supporting the club leader, coordinating and organizing across clubs, and helps monitor an assigned club. In addition to their role-specific tasks, club coordinators participate fully in the

LEAD 300 EVP course as part of the larger StuCo officer team. Leadership Club with volunteer club leaders and meet with them once a month to receive feedback and input for StuCo to consider. **No StuCo experience required, volunteer student leadership experience preferred.**

In addition to LEAD300 officer expectations, Clubs Coordinators are required to complete these “in office” tasks:

- Host meetings with their peers in Leadership Club (ex: mixers, informational meetings, training, etc).
- Communicate regularly with volunteer leaders for friendship, community building, and alignment with StuCo’s mission and vision.
- Strategic long-term planning for club moderation, events and other things club leaders might need.

**Amazone Herbreteau (Club Leader) ‘22-23:** *I had a slightly different role as the Club Leader because I was not part of the larger StuCo officer team; still, I accomplished several of the Club Coordinator roles. I really enjoyed being able to help the club leaders this year. I was not as active in the clubs as the Coordinator will likely be, but I was the club leaders’ contact when they had questions. Most of the time, this position involved answering student questions about the clubs. Throughout the school year, I regularly received DMs about the new configuration of the clubs. I also answered questions as they appeared around campus. I would get tagged and answer the questions.*

*This position was a great learning experience. I was balancing seven classes, college applications, swimming practices and this leadership role during my first semester. It offered great flexibility and enabled me to help students find groups in which they could share their passions. I was also able to learn how to communicate more efficiently. The large number of repeated questions enabled me to perfect my answers and provide the most information in the least amount of words. That way, the student was more likely to read the entirety of my message. Furthermore, working with the StuCo president to prepare an Escape Room activity was very fun. We laughed a lot during the call and had a great time. I was able to connect with people a lot all the while staying on track with my packed schedule. This is the perfect position to meet new students and have fun. 10 out of 10 would recommend!*

## Student Representatives Team

*Reps are not enrolled in LEAD300 but do meet live with the StuCo Secretary on a regular basis.*

**Team Competencies:**

- A peer communicator who commits to learning how to utilize all NSA communication platforms (TEAMs, Outlook, Buzz).
- An eagerness to work with partnering adults, especially lead teachers, as they work together to befriend and minister to grade-level peers.

## Student Body Representatives EL, MS, 9, 10, 11, 12

**Application and Election.** As their title implies, representatives represent the interests of their grade(s) within the student council. Student Body representatives must apply for StuCo’s Student Leadership Application, then, if accepted, must run for the office of ‘StuCo (grade) Rep’. Anyone meeting basic eligibility requirements may run for representative. **No StuCo experience required, volunteer leadership experience preferred.**

Representatives are required to attend a monthly representative meeting where they will get together with other representatives and the StuCo Secretary to storytell and share their perspective of happenings on

campus. Student Body Representatives have a Student Council vote and are included in votes at monthly All-Call Leadership Meetings. In addition to the monthly Representative Meeting, you are also required to attend monthly All-Call Leadership meetings, which function as teambuilding experiences with other student leaders on campus as well as the place where StuCo votes on campus issues. In addition to *attending* these two meetings, Representatives are required to *host* live gathering opportunities for those in their grade level or club. Finally, the representatives may volunteer to assist StuCo officers in all projects or events assigned to them by the president or his/her delegate.

### Required Tasks:

- Host monthly meetings with their peers (not required for Elementary and Middle School Reps).
- Befriend adult mentors and their grade-level lead teacher.
- Must email newsletters to their grade level once a month.
- Help build a thriving community: befriend other student leaders and adult mentors around campus, show up to school events, show up to live meetings, and be willing to be a public leader (not required for Elementary and Middle School reps)

### Rep Requirements:

- StuCo rep meetings with the Secretary (1 hour, 1X month)
- Lead your grade level with clear communication and moral integrity and aligned with NSA's Community Norms.
- Help build a thriving community: befriend other leaders and adult mentors around campus.

### Privileges:

- **Voice:** Reps are included in votes at monthly All-Call Leadership Meetings.
- **Leadership Practice:** may volunteer to assist StuCo officers in events and projects, as needed, and that will count as community service hours, if desired.

**Alexis Tuyo (12th Grade Representative) '22-23:** *This was my first year as part of Student Council and as a rep. The role of a representative is one that is more low-key with responsibilities and involvement with Student Council. As someone who's constantly going, the role was enough responsibility to be plugged into the NSA culture, but not so much as to overwhelm me. Putting together the newsletter is always fun if you enjoy making graphics on Canva and being creative! The job is overall very fun and you get to interact with many different types of jobs all over Student Council.*

**Sophia Dean (11th Grade Representative) '22-23:** *Being a rep has allowed me to see the student body through a different pair of eyes and I appreciate that I was given that opportunity this year! I've been able to connect more with my fellow students and even if I didn't interact with them one on one very much, I liked the idea that maybe I made them smile that day through the newsletters or the grade calls! It has been a great position for me because I didn't want something so hands on or tiring to do this year but still be able to be involved with Student Council. I thoroughly enjoyed creating newsletters each month as graphic designing is something I like to do to have fun and relax. The chance to meet new students in grade calls or hang out with familiar ones was a joy because I could take a pause in my day and just enjoy the fellowship! Overall, it's a fairly easy job, you get to interact with people in a way that it doesn't become too much and you are able to plug into NSA's social life in a new way!*

**Michaela O'Halloran (Middle School Representative) '21-22, (9th Grade Representative) '22-23:** *This was my second year being a rep and I absolutely loved it. I've learned so much from being a representative. I've learned to clearly communicate with my grade and make sure I'm being involved and active in my grade no matter the situation. I also got the opportunity in the past few years to work on various projects*

*alongside the officers of StuCo. I especially enjoyed being a rep this year because I was already familiar with the representative position so I was able to carry out my position to the best of my ability. Representatives are required to send out newsletters, host grade calls, and communicate with their grade. I loved doing every single one of these tasks every month. The newsletters were always fun to make because it felt like I was truly writing a letter to my grade. The grade calls were fun because I was able to communicate with my grade face to face. Lastly, I always loved communicating with my grade because I always loved meeting new people from different parts of the world and learning about their stories and what brought them to NSA.*

## Amendments

Amendments to this document must be presented to the StuCo administration; if the suggested amendment affects no more than two members, the president may immediately accept or decline the suggestion. If more than two members will be affected, the amendment must be approved by the council through a two-thirds majority vote as outlined in the constitution. This document shall be assessed annually prior to elections under direction of the president or the designated member, but amendments may be made at any time.