

Teams and Roles Document

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 currently enrolled in **at least 3** classes at NSA and/or planning to earn a diploma from NorthStar Academy.
- Have a **C-average** or better
- On pace with completing courses (no **paid extensions** in previous 2 semesters)
- Not have had a **disciplinary infraction** at NSA

Universal Responsibilities

Overall Conduct

All StuCo 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 and advisors.

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. 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 - 10:50 AM** during the 2024-25 school year.
- LEAD 300 syllabus- free, full year high school elective that earns .5 credit (.25 each semester).

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 Executive 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 Microsoft 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 (Grade Calls). Representatives partner with the StuCo Secretary and other adult volunteers to serve the student body on our Microsoft Teams campus. For more details, see the "Representatives" section below.

Executive Team

Team Competencies:

- 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 willingness to 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.
- Familiarizing themselves with the students and adults around them and what they are working on.
- Prior Officer experience.

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
- Plan the weekly EVP session with the Vice President
- Check in regularly with other officers

Maia Coyle (President) 2024-2025: *Throughout my time on Student Council—from Welcome Committee Member to President—my goal has always been to set others up for success. Stepping into the presidency, I realized this mission extended beyond just supporting the Student Body or Student Council—it was about shaping a legacy that empowers future Northstar students.*

The presidency comes with its tasks—event planning, communication, logistics—but what truly defines it is the vision. Having been at Northstar for nearly six years, I’ve learned from past leaders like Cody Johnson, Brooke Foster, Caleb Renich, Esther Noeth, and Cora Metzger. They honored tradition while daring to innovate, and that balance is what makes this role unique. We’ve continued traditions like Back to School Bash and Summer Celebration, revived past favorites like Northstar’s Got Talent, and introduced new ideas like Palentines and Global Missions Week.

Through it all, I have seen God work in ways only He can—guiding us through a smaller Student Council, time zone challenges, spontaneous events, and moments where plans were set aside for laughter and community.

If I had to sum up the presidency, it would be this: It is the work of setting others—and the future of NSA—up for success. My advice to the next president: Lead with purpose, prioritize relationships, and embrace challenges with confidence. The presidency isn’t about doing everything alone; it’s about empowering others and building a vision that lasts. The vision, the events, the leadership—it all begins with the people you serve.

Vice President

Application and Election. The Vice President’s primary responsibilities are to serve the StuCo Outreach Team, as well as the Leadership Club, Communications Team, and other members of the Executive Team when necessary. 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 StuCo’s relationship with the student body, keeping communication open and ensuring that the student body’s opinion of StuCo remains positive. The Vice President is accountable to both the President, Secretary, and the StuCo advisors. **Prior StuCo Officer experience is 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 and Secretary.
- 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 meetings or complete tasks.
- Support the Outreach Team, specifically the Club Coordinators.
- Help the President plan EVP.
- Meet with the Executive Team and StuCo Advisors regularly.
- Be willing to pick up miscellaneous work required for StuCo to function.
- Check-in regularly with other officers.

Addie Becker (Vice President) 2024-2025: *If I had to sum up my role as vice president in one sentence it would be organizing StuCo's responsibilities and supporting others in their roles. Some things that separate my role from other roles on StuCo is that I brainstorm and spearhead StuCo's group projects along with my teammates Maia and Michaela. It is a very proactive role and often I find myself thinking a couple of months ahead to the next project we are working on. My time serving as both a club leader twice and content creator prepared me for this role. Since I live overseas in a different timezone, I have to especially be intentional to make sure that I am on the same page as everyone else and that I get things done in time. My role is very administrative and requires not only brainstorming ideas but actually making those ideas come into fruition. A week of StuCo work often looks like having a meeting (or watching the recording) with the rest of the executive team, helping to plan and host all-call and EVP, putting together to do lists for our next projects, and checking in with the rest of the StuCo members. As a member of the executive team, I often have to have challenging conversations with people, balance differing opinions between leaders, and voice concerns to Mr. Hester, our advisor. It takes a lot of grace, patience, and clear boundaries to communicate as vice president. One challenge of being a vice president is walking the fine lines between guiding and micromanaging people as well as deciding when it is best to delegate tasks versus just get the job done yourself. My favorite part of my role is getting to see things happen from the initial idea to the final product. I've also really enjoyed getting to guide and hop on calls with leaders around campus! My advice for whoever wants to be vice president in the future is to make sure you are incredibly clear and concise in your communication. Sometimes, this means creating a video to explain things in depth or have clear to do lists. As vice president you have to be prepared to do a bit of everything. For example, if the content creators need help, you can give them guidance on how to create their graphics. Or if club leaders have questions, you can guide them to the club coordinators. Knowing what's happening around campus and each of the leadership groups is very important as VP.*

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. The Secretary works very closely with the President and Vice President. **Prior 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
- Works very closely with the President and Vice President

- Hold weekly or biweekly 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 Executive Team, primarily in strategic planning and communication
- Work with the ad coordinators, passing on information from reps for weekly updates
- Help guide groups in the Outreach Team

Michaela O'Halloran (Secretary) 2024-2025: *Secretary is a position I've always wanted to be in. Secretary is all about helping and teaching others to be the best leaders they can be. While a large part of my role is helping others learn, I've learned so much about myself and what I'm capable of in my time as Secretary. The role of Secretary is a large undertaking, and it can feel really overwhelming at first when you're getting a handle on all of the reins you have to hold. I spent so much time in the beginning of the year preparing and training all of the groups I was leading (representatives, tutors, etc.), and while it felt really overwhelming to invest that much time into it sometimes, it was so rewarding to not only learn about properly leading in that way, but also to see them succeed in their roles. As Secretary, I've learned so much about what it is to be a leader. I've learned that being a leader means so much more than simply leading a group, project, event, etc. I've learned that being a leader means being there for your teammates, always keeping things Christ-centered, and learning where your own boundaries and limits are. I'm so thankful that I've been able to be a part of an amazing group of student leaders this year, and to have amazing advisors to guide us in everything we've done this year. I got to work with Maia and Addie this year on the Executive Team, and it's been such a rewarding experience to work in a small group and to learn how we can effectively impact the rest of StuCo as well as the student body.*

The role of Secretary requires a serious time commitment. On average, I call with one of the Executive team members weekly to plan either StuCo EVP or our Leadership All-Calls, I also call bi-weekly with the representatives, and participate in said EVP and other required calls around campus. While this isn't necessarily required, I highly recommend being as involved with planning events, activities, and groups on campus as possible! This, for me, is one of the most fun, connected ways to interact with the student body and to learn various skills in being a leader. Along with events, I spend several hours each week planning things out for the representatives, tutors, and I also work all throughout the week with the Executive Team. All of this adds a significant responsibility to my day-to-day routine, which is something to be aware of if you're considering the Secretary position.

While the Secretary role is incredibly hard, it's also just as rewarding. I've grown SO much in this role, and I would definitely recommend someone to go for this role if they're looking to grow in their leadership skills!

Communications Team

Team Competencies:

- 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.

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)
- Support and help 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

Hallie Griffin (StuCo Ad Coordinator) 2024-2025: *If I had to sum up my role in one sentence, it'd be this: Informing students on what is happening at our school. Each week, my job is to send out the Weekly Update Posts, which include information on what events are coming up, publications from the Navigator, and information about clubs or grade calls. This normally takes me about 40 minutes, between getting all of the information from the document where people put it, to sending out each post. Around events, it can be a little bit more work, but not overwhelmingly so. If someone was considering taking on this role, I think the most important advice I'd have is to be proactive in getting information. For instance, I found it helpful to send a reminder a few days before the weekly post, reminding people to tell me about any announcements, and if there were things that I thought maybe should be announced, I'd ask whoever was in charge of it. I think my favorite part of my role is that I get to be creative in how I write the posts, which means I can be a little friendly or silly as long as I communicate clearly, and the fact that my job is small enough that I have time to volunteer to help with other things for Student Council. I think the most important thing for someone who would like to be in this role would be knowing what is happening at our school, and being able to use reminders, or whatever is needed, to remember to actually make the posts.*

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 creating reels, writing blogs, scripts/skits, and podcast 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 the other officers, especially the other Content Creators, Ad Coordinators, mentors, and members of the same event committee.
- 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.

Isabelle Phillips (Content Creator) 2024-2025: *When I first joined StuCo as a Content Creator, I thought all I needed to do was make posters and design brand kits for various events. However, I soon realized that being a Content Creator meant being someone who people can always feel like they can talk to, having good relationships with StuCo members, and experiencing this school year with an amazing team. If I had to summarize the role of a Content Creator in one sentence, I would say that it is, “A role full of communication, creativity, and teamwork”. Communication and teamwork are so important, and I grew a lot in those areas throughout this past year. A piece of advice that I have learned is that it is okay to ask for help. I was blessed to have such an amazing team to work with and was constantly surrounded by prayers and support. Because of this, I felt okay asking for help and was always met with willingness. Being a Content Creator requires work and determination, but it is all worth it and I do not have any regrets from accepting this role months ago. Everything a Content Creator does involves at least one other person. This is why teamwork and communication are so important but luckily, with a great and encouraging team, these should be easy to have.*

This role is more about blessing others and being a servant rather than designing things. Everything a Content Creator makes is for someone else and helps them. I have developed a strong servant's heart and a desire to help others as much as I can because of this role. While it is okay to say no sometimes, flexibility is an important aspect of this role so we can be willing to say “yes” as much as possible. I have learned so much from being a Content Creator, and this has helped me grow both in my relationships with others and spiritually. I highly encourage you to consider being one for this next school year! 😊

Outreach Team

Team Competencies:

- 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.

Nathan Rexroth (Welcome Committee Leader) 2024-2025: *When I stepped into this role with my fellow WCL Tiana D. I did not think I would be doing as much as I ended up doing. Nor would I have ever realized the sheer importance of the Welcome Committee, the WC is in my honest opinion one of the most important “boots on the ground” teams, and I didnt get to see that till I started leading it. And it has given me all sorts of opportunities, as well as so many opportunities to give volunteers their own opportunities to do things. I believe this position is actually extremely vital. You are leading a group of students who are likely most newbies' first interaction with someone, that's a make or break for how welcoming this school is. It needs a certain type of person, a certain level of commitment to the community, a passion for the community if you will. Sure you can just step in and learn your way around and I certainly did, I think a fresh pair of eyes would be great! But at the same time, you need to understand the community, be with the community, be a part of the community. Arguably more so than literally any other position. I haven't really thought about what I've said, but all I do know and have been saying for two years now is: If you want to be on student council, let there be a passion for the community. And let that passion be evident. My normal work consists of working on whatever projects/calls we are up to that month, and also work on making sure were ready to go for the following months, so really I just do a lot of planning in advance and then just helping out next to my volunteers.*

Tiana Dean (Welcome Committee Leader) 2024-2025: *As a welcome committee leader I connect with new and old students, and create fun things for them to participate in. Every week I make sure our volunteers have everything they need for different projects, and organise calls with them. I also welcome new students, and assign different students to our volunteers to welcome. I also occasionally call my co-leader, Nathan Rexroth, to organise whatever we need to. Once a month we have a call with the whole welcome committee to update them on different tasks. I also help out with the school events, and host lots of calls for the school. I'd say I spend about 5 hours on my tasks each week, it varies as every week has different things to do.*

Something I wish someone else had told me when I started was to not be overwhelmed by the things you have to do. When you list it all out, sure it sounds like a lot but they're quick things to do. Only at the beginning of the school year were we spending crazy amounts of time reorganising everything (which you don't have to do, we just chose to). The regular tasks are fun, fast and easy. And you've got a whole team supporting you. You're not on your own at all.

Mrs. Stephanie Shafer is Nathan and my mentor, and she does such a wonderful job of encouraging us, and helping us brainstorm. We call her every so often to keep her in the loop, and ask for help whenever we need it. She never hesitates to build us up in our self confidence, and has awesome ideas for all sorts of projects.

My favourite part of my role is being able to do it with other people. I've been able to co-lead with one of my good friends, and I've made wonderful friends with our volunteers. It's a really awesome role,

especially for people who enjoy being with others. I really enjoy working with a team, and that's something I love about my role.

Club Coordinator (up to 3)

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.
- Have check-in calls with respective CluCo
- Check the club chats

Zoe Barbier (Club Coordinator) 2024-2025: *Being a Club Coordinator is no easy job, but I can confidently say it's so, so rewarding. If I were to describe my role in one sentence, it'd be: a combination of logistics, networking, and making difficult decisions. Those three things are all very important; I would suggest to anyone who greatly dislikes one of these to find another position, because you will not enjoy this role. The beginning of the year, when you're opening all the clubs, takes a lot of logistical work, between talking with IT to get the teams ready, to getting all the leaders ready, and much more. Networking is probably the most important part of being a Club Co. You are going to be talking with A LOT of people. And when I say a lot, I mean A LOT. Keep in mind that you'll be running a team of between 20-30 leaders, so you'll have to build relationships with them. You will be working with all of these leaders, and with your fellow Club Co, very, very, often - so make sure you like talking to people. If you don't enjoy talking with people, this is probably not the role for you. Lastly, a big part of being a Club Co is being willing to make difficult decisions, and dealing with the consequences of those decisions. I don't mean to say this to scare you, but when you're dealing with between 20-30 leaders, you're bound to run into issues, and unfortunately that's just part of it. The issues will always be there, so it's about being able to handle them with a clear head and coming up with the best solution possible. Now, VERY IMPORTANT REMINDER, YOU WILL NOT BE ALONE IN THIS!!!! You will have an adult staff member who will help throughout everything, and especially in these difficult situations. You will be surrounded by teammates who will be more than willing to help with anything. That's basically an overview of what we do; if you want to run for Club Co, I would suggest you consider whether you like or are at least willing to do all of these things. And note: it is soooo much easier to be a Club Co if you've been a Club Leader. I highly, highlyyy recommend club leader experience to run for this position!! It'll make your whole life easier.*

Now, if you are planning on running, I'll talk about the responsibilities you can expect/how much time you'll spend on your role. I'll say, the first two months, September and October (plus a bit of August) are BUSY. Especially if you're running on a deadline: you can expect to spend 6 hours a week (or more) working on stuff, because you're trying to get all clubs ready and running. However, once that's over, the workload decreases significantly. Right now, I spend around 2 hours a week working on things for my role, and it's been this way ever since November. Keep in mind, during event weeks, you will spend time hosting calls and planning for them. During those weeks, you can expect to spend a LOT of time in calls. However, you also have a lot of fun!!

Ok now all the serious stuff is over with, I'll try to make this next part short because I've already written so much. Being a Club Coordinator is extremely rewarding. Yes, it takes a lot of work, but I've gotten to build so many amazing relationships with so many people and see leaders thrive in their roles. My closest friendships are with people I've met through my role. I've gotten to grow so much in my leading skills, how to be a servant leader, and how to be a great friend. I wouldn't replace this last year for anything and I'm so happy I chose to run. If you're doubting whether to run or not, my advice to you is: do it. And to whoever takes over mine and Rachel's role next year, I will be there to help you and tell you how to be a better Club Co than I ever was!!!

Rachel Gordy (Club Coordinator) 2024-2025: *I'll start by saying that being a Club Coordinator is SO fun! I have loved the experience and would absolutely recommend it to anyone wanting to grow as a leader, especially in the areas of communication and managing a team. There have been challenges. It's hard to keep track of all the details of what needs to be done for each club (especially once a lot of clubs are open), and it can be hard to manage what each club needs and how to best help each club leader. However, your fellow club co(s) and your staff advisor will be there to help you figure things out. Plus, there is no shame in making mistakes as long as you do your best to make things right and learn from them! I definitely made mistakes along the way, but they ended up helping me grow a lot! I do think someone wanting to be a club co must be willing to interact with people a lot. You'll get LOTS of questions in this role! I did not expect this role to be so relational. I spend more time answering questions, chatting, and connecting people with who can help them best than anything else. I do help club leaders figure out how to edit their club team and stuff, but that's not the majority of the work. I think it would be extremely helpful if you've already been a club leader so you'll know how clubs work and what club leaders might need. BUT you do NOT need to be perfect to be a club co; you just need to be willing to learn!! There have been so many fun things about being a club co. I've loved getting to meet all the new club leaders, help them get their clubs up and running, and watch them grow as leaders. I've also loved getting to help plan and execute events as a larger part of student council.*

I'm sure anyone interested in this role wants to know about how much time it's going to take out of your life. The answer is that it depends so much on what is going on and what time of year it is. At the beginning of the school year, you'll be trying to recruit club leaders, train them on what to do, and get the clubs up and running. This takes a lot of time. Read Zoe's response above for estimates on the hours per week—there's no need for me to repeat that (: After most of the clubs are up and running, though, the workload really drops down to a very manageable level. School-wide events or special calls take more work, but it's not too bad. Plus, I really, really have felt that the time was worth it this year because it has been so fun and rewarding. I cannot believe how much I have grown in communicating patiently, clearly, and with love. I've also learned important organizational/team management skills (GET A PLANNER AND WRITE STUFF DOWN!!!!). Most importantly, the relationships I've built have been incredible.

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.

Luke Phillips (9th & 10th Grade Representative) 2024-2025: *My role is to be the voice of the lowerclassmen and to spend time with my class and get to know them better. Each week, I try to work on my newsletter. I try to make sure it is the best it could possibly be. I also think about the logistics of the grade call of the month and get ready for it. The main part of my week is being integrated in the community and getting to know my peers better. Weekly I spend about 4 hours on teams and 1-2 hours working on the newsletter and grade call. When I was first starting as a rep, I would have wanted someone to tell me that it is not hard. It is not easy, but it is not hard. Just be yourself. Let your passion flow through your work. My favorite part of being a rep is being able to spend more time in the rich environment of NSA. In my role as a rep, I have learned to be yourself, to enjoy the time you spend with others, and to live your life with Christ as the center. During my role as a representative, my main encouragement has been my fellow peers, helping me to grow in my role. I have loved my experience as a rep and highly recommend it to everyone.*

Ha-Earl (Evan) Cho (Middle School Representative) 2024-2025: *Ever since I saw Middle School Representatives in my first year in NSA, I've always wondered what they do, and if I can be one. As a Middle School Representative, I had to make newsletters containing monthly announcements, make the Middle School Team more lively and fun, and host grade calls every month. I really enjoyed the experience, and I definitely recommend it! I really enjoyed this role. It was so fun engaging with people, and you should try too! I usually spend about 7 hours per month doing this role, and I don't regret it. But you should consider the responsibility, and whether you have enough time (and spirit) or not. But, if you do, don't hesitate to be a grade representative!*

Riley Whitney (11th and 12th grade Representative) 2024-2025: *A grade representative is the most perfect job for me. I have loved doing this job so much! There are two main things I love about my job. First, I love creating things in Canva. Second, I enjoy hosting calls and engaging with other students. I love that I get to do all of those things in this one job! If you enjoy all of those things, but don't want the stress of having to attend EVP every week and you want to get a look into what it's like to be an officer this is a great job. This job isn't a lot of work at all, since the total amount of hours you have to do at minimum is 5 hours a month. However, the amount of work really depends on how much you pour your heart into your work and effort. Some advice I would give to any future representative is to involve your grade or grades as much as you can in your work. This could be in your newsletter through asking for theme ideas, asking them to submit artwork to include, asking them what kind of games they want to play, or asking them what they want to talk about. Also, try to start conversations in your team that everyone can participate in. I can't express how much I love this job and highly recommend it!*

Abby Chung (Elementary Representative) 2024-2024: *My role in the Student Council is to be a Representative, which means I help make our elementary building better and organize fun activities for them! Each month, I attend our one StuCo meeting to discuss things and reflect, and I also spend time reaching out to classmates to hear their ideas and concerns. On average, I think I spend about 3-4 hours a week on my role because I like to be involved and help out as much as I can. If I could go back in time and give myself advice when I first joined, I would say, "Don't be afraid to share your ideas, even if they seem silly!" It's important to speak up and make sure everyone's voice is heard. My favorite part of being a Representative is making my newsletters and planning the grade calls. I love seeing the student get excited about my calls and knowing I was part of making that happen. I've learned how to work as a team and listen to different opinions. My friends and other StuCo members have really encouraged me to be confident and try new things. Overall, being in StuCo has been an amazing experience, and I think anyone thinking about joining should definitely go for it!*

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.