

EASTFORD SCHOOL DISTRICT  
Eastford, Connecticut

JOB DESCRIPTION

TITLE: Student Council Advisor

QUALIFICATIONS: 1. Demonstrated ability to organize student activities  
2. Member of the school staff  
3. Demonstrated interpersonal skills

REPORTS TO: Building Principal

JOB GOAL: To coordinate and provide student government and activities.

Responsibilities of the Student Council Advisor include but are not limited to:

1. Coordinates student activities such as spirit days and charitable events.
2. Prepares a calendar for student activities.
3. Works with students and colleagues in arranging dances, fund-raisers and functions.
4. Maintains finances of the group.
5. Coordinates chaperones as required for each extracurricular event in conformance with school regulations and as dictated by the event.
6. Performs any other duties as assigned by the principal.

TERMS OF EMPLOYMENT: Annual appointment in accordance with the contract

EVALUATION: Annually in accordance with the contract