

Leadership Positions at Central Union High School

	Position	Description	Requirements
ASB Officer	ASB President	<ul style="list-style-type: none"> *Preside over all meetings of the Student Council *appoint Council members to committees *represent the school and students of CUHS *Attend all ASB meetings, functions & events *Coordinate Class Council 	1 year of ASB experience required along with the following:
	ASB Vice President	<ul style="list-style-type: none"> *Preside in the absence of the president *oversee committees and Council projects *Attend all ASB meetings, functions & events *Coordinate Spartan Senate 	<ul style="list-style-type: none"> *Be a senior *1 year ASB experience <li style="text-align: center;"><u>OR</u> been an officer of a club with 20 or more members * 2.5 GPA or above *Good Citizenship *Enroll in Advisory & Leadership Class
	ASB Attorney General	<ul style="list-style-type: none"> *Enforce Constitution & By-laws *Chairperson for impeachment/discipline hearings *Assist with elections *Attend all ASB meetings, functions & events *Coordinate Athletic Council 	
	ASB School Board Rep.	<ul style="list-style-type: none"> *Attend all School Board meetings *Report student activities & concerns on campus *Attend all ASB meetings, functions & events *Coordinate Club Council 	
ASB Commissioner	12 - 24 ASB Commissioner Positions	<ul style="list-style-type: none"> *Be a leader and represent the students of CUHS *Organize and plan all student activities: lunch events, assemblies, spirit days, athletic posters, community service drives, etc. *Attend a minimum of 10 mandatory events each season (possibly over 30 school contests/events) 	<ul style="list-style-type: none"> *Be a junior <u>or</u> senior *2.0 GPA or above *Good Citizenship *Application packet & Interview *Enroll in Advisory & Leadership class
Class Officer	Class President	<ul style="list-style-type: none"> *Preside over all meetings of your class *represent your class in assemblies & events *Attend all class meetings, functions & events *Participate with the Class Council 	*Be a member of the class you are leading (9th, 10th, 11th, 12th)
	Class Vice President	<ul style="list-style-type: none"> *Preside in the absence of the president *Assist the President with coordinating committees *Attend all class meetings, functions & events 	<ul style="list-style-type: none"> *2.0 GPA or above *Good citizenship
	Class Treasurer	<ul style="list-style-type: none"> *Prepare expected budget *Complete disbursements & fundraiser requests *Attend all class meetings, functions & events 	*Less than 10 absences
	Class Secretary	<ul style="list-style-type: none"> *Record minutes of class meetings *Keep binder of meetings, attendance & financials *Attend all class meetings, functions & events 	*Candidate packet, teacher evaluations, grade-level election
Link Crew	Link Crew Leader	<ul style="list-style-type: none"> *Be a connection to freshmen on campus *Attend summer orientation & after school meetings *Organize student activities for freshmen: advisory class activities, lunch events, etc. *Should be able to speak to classes & lead activities 	<ul style="list-style-type: none"> *Be a junior or senior *2.5 GPA or above *Application packet *Enroll in Advisory class

The term of office for all ASB officers is one school year. (School wide election)
The term of office for all ASB Commissioners is one school year. (Application & Interview)
The term of office for all class officers is one school year. (Grade level election)

The **Senior** Class Officers shall have the duty and responsibility to:

- *put on the Football Homecoming Halftime Court announcements and dance
- *order & purchase crowns, sashes, flowers for the Homecoming Court
- *organize Powder Puff
- *to fundraise for all senior functions and activities
- *make arrangements for the senior picnic and the annual senior signing party
- *pay for the fireworks at graduation
- *represent their class at all ASB meetings, if and when possible (Class Council)
- *assist ASB with participants for class competitions and events

The **Junior** Class Officers shall have the duty and responsibility to:

- *organize the junior-senior Prom
- *put on fundraising activities in preparation for their junior/senior years
- *work with ASB on the election of Prom Royalty
- *order and purchase the Queen and King crowns for Prom
- *represent their class at all ASB meetings, if and when possible (Class Council)
- *assist ASB with participants for class competitions and events

The **Sophomore** Officers shall have the duty and responsibility to:

- *put on fundraising activities in preparation for Prom (junior year)
- *plan and put on the Sadie Hawkins Dance
- *represent their class at all ASB meetings, if and when possible (Class Council)
- *assist ASB with participants for class competitions and events

The **Freshman** Officers shall have the duty and responsibility to:

- *put on fundraising activities
- *represent their class at all ASB meetings, if and when possible (Class Council)
- *assist ASB with participants for class competitions and events

ASB Commissioners:

- *Activities - plan and oversee activities on campus (Friday lunch)
- *Athletics - be the connection between athletic teams & ASB. (sports posters, field set-up, etc.)
- *Clubs - assist clubs on campus, organize club events, plan Club days
- *Community Service - coordinate community service events on campus and in the community
- *Director's Assistant [or general assistant] = help where needed, when needed, clean ASB areas
- *Finance - Assist with ASB fundraisers, review club disbursements, track ASB spending
- *Historian - document ASB events, create videos & announcements, post to social media
- *Pep - Be the voice of ASB on the mic: at lunch, in assemblies, at sporting events
- *Publicity - create posters, flyers, etc. to publicize all ASB events (POSTER MAKERS)
- *Records - take minutes of ASB meetings, keep binder of events, coordinate calendar of events
- *Sound - run the ASB sound system during lunch, assemblies & events, play music at varsity events
- *Student/Staff Relations - coordinate appreciation events for groups on campus