



## 8<sup>th</sup> Grade Class Sponsor

### Job Description

**Reports to:** Assistant Principal

**Building:** Wilbur Wright Middle School

**Evaluated by:** Assistant Principal

**Evaluation period:** Annual

### **Qualifications:**

Projects a positive attitude and establishes rapport with students.  
Expressed a strong commitment to supporting the 8<sup>th</sup> grade class throughout the school year.

### **Purpose of the Position:**

To provide a club for students that works to embrace school spirit within Wilbur Wright Middle School and unity among the 8<sup>th</sup> grade class.

### **Responsibilities:**

- Coordinates call out and ongoing meetings.
- Informs members of organization goals.
- Conducts meetings with class officers and plans activities for the school year.
- Oversees the development and distribution of class t-shirts and fundraising materials.
- Coordinates activities, monitors fund-raising activities, and oversees the extra-curricular fund.
- Helps with school-wide student belonging initiatives – mentoring and event coordination.
- Helps with 8<sup>th</sup> grade breakfast and yearbook signing activities.
- Helps coordinate and organize 8<sup>th</sup> Grade field trips.
- Helps coordinate and organize the optional 8<sup>th</sup> Grade Trip.
- Any other duties as assigned by the school administration

### **Qualification Requirements:**

Wilbur Wright Middle School faculty or staff are preferred.

### **Length of Addendum Position**

The school year

### **Terms of Employment:**

Salary determined by addendum schedule within the teacher Collective Bargaining Agreement.

Addendum salary: \$735

The employee shall remain free of any alcohol or non-prescribed controlled substance abuse in the workplace throughout his/her employment in the Corporation.

