

Job Description for Student Board Member

PURPOSES OF STUDENT REPRESENTATION

- Students bring a new perspective to PTA/PTSA ideas and programs.
- Viewpoints and ideas of students are essential because all PTA/PTSA programs focus on youth.
- Students and adults obtain a better understanding and appreciation of one another by working side-by-side on goal-related projects.
- Students gain leadership skills, such as goal-setting, decision-making, team building and conflict resolution while enhancing their own personal growth and development.
- Students obtain community service opportunities for high school credit. Active PTA/PTSA involvement is an excellent addition to any college or job application.
- Students are introduced to the legislative process and the importance of advocating for a cause through PTA's involvement in legislative activities.
- Student voices can be heard by elected representatives before the students reach voting age.
- Students provide PTA/PTSA with information regarding student interests and concerns thereby enhancing relevance and effectiveness of PTA/PTSA programs.

STUDENT RESPONSIBILITIES

- Refer to Student Involvement Templates in figures 3-10, 3-11, and 3-12 of the *California State PTA Toolkit* for ideas for involving students in elementary, middle and high school activities.
- Become a full voting member of your PTA/PTSA upon payment of membership dues.
- Become a member of your PTA/PTSA executive board (as an elected officer, chairman or in a committee position). California Corporations Code and civil laws allow students to serve in any PTA/PTSA office. All officers, adults and students alike, must perform duties of the office as outlined in the PTA/PTSA bylaws and the *California State PTA Toolkit*.
- Attend all PTA/PTSA meetings.
- Communicate with board members about your other important commitments such as family, schoolwork, household chores and part-time job.
- Practice effective positive communications skills. Help create an atmosphere of mutual respect between students and adults in order to communicate the needs, desires and concerns of fellow students.
- Interact with peers and other school organizations/clubs to plan programs and activities that will enhance the atmosphere on your campus and create a more positive learning environment for all.
- Represent students and PTSA at school board and other civic meetings, wherever student input is needed or requested.

- Show other potential student members how PTA/PTSA activities relate to special interests such as art, music, writing, conservation and legislation.
- Stress the following basic benefits:
 - Improving the school and community;
 - Being with friends;
 - Learning new life skills;
 - Participating in a goal-oriented team, and
 - Having a voice in issues that affect youth.

SUGGESTED ACTIVITIES

- Plan an orientation for new students.
- Sponsor a school-wide "spring clean-up day."
- Participate as a PTA/PTSA in a community service project, such as volunteering at a shelter or soup kitchen.
- Participate as a PTA/PTSA in statewide, national and world observance days.
- Become involved in legislative issues and activities.
- Participate in the National PTA Reflections Program.
- Participate in a celebration honoring all members and their commitment to PTA/PTSA.
- Accept the nomination to the nominating committee.
- Participate in planning next year's activities.
- Help choose the next year's membership theme.
- Schedule a college application entrance exam preparation night.
- Apply for the California State PTA Graduating High School Senior Scholarship.
- Apply for PTA Spotlight Award based on activities related to student involvement or student recruitment.
- Be a delegate to the California State PTA convention.
- Encourage student delegates to the California State PTA convention to attend the district PTA orientation.
- Apply for a student board member position on the California State PTA Board of Managers (students between the ages of 16-21 are eligible).*

*Applications are available from the district PTA president or California State PTA office.

ADDITIONAL RESOURCES

California PTA website, www.capta.org
National PTA website, www.pta.org