**CLASSROOM JOB APPLICATION**

Wexler Grant Community School

**Part I: Personal Information**

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE OF BIRTH\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Last) (First)

ADDRESS:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Street) (City) (State)

PERIOD: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PARENT PHONE NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Part II: Job Application**

Carefully read through the attached sheet containing a list of all the classroom jobs for the year and a description of what your responsibilities would be in that job. You can choose up to your top three favorite jobs for this job application. You will serve in your role for a timespan of **one month**. Each month you can apply for a new classroom job! If you do show outstanding PRIDE behavior you can lose your classroom job but would be eligible to apply for a new job the following month. In order to keep your job you must be turning in over 80% of your homework, attending class each day, and demonstrating PRIDE behavior while you are in science class.

**Top 3 Job Choices:**

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Please explain why you want to work your number 1 job choice. In your answer please be sure to use full sentences and proper capitalization.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. What skills do you have that will help you perform your classroom job well? For example, are you organized? Do you like helping others? Be specific and explain why you would be good at your job.

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**CLASSROOM JOB LIST WITH DESCRIPTIONS**

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| **JOB NAME** | **JOB DESCRIPTION** | **PRIDE PAY** |
| **ATTENDANCE CLERK** | Tracks scholar attendance at the beginning of each class using Ms. Renkosiak’s iPad. The attendance clerk will be trained ahead of time on how to take attendance for their specific class period | **1 PRIDE ticket/day.**  **Up to 5 PRIDE tickets per week** |
| **HOMEWORK OFFICER** | The Homework Officer is responsible for checking off homework completion and collecting homework assignments from each scholar. The Homework Officer will report out each day after the catalyst is completed with the percentage of students who turned in homework for the day. | **1 PRIDE ticket/day.**  **Up to 5 PRIDE tickets per week** |
| **BINDER OFFICER** | Passes out binders at the beginning of class and collects binders at the end of class. Keeps binder bins organized and neat. | **1 PRIDE ticket/day.**  **Up to 5 PRIDE tickets per week** |
| **STAR SHEET SUPPLIER** | Passes out star sheets at the beginning of class before beginning the catalyst. Makes sure that scholars receive new star sheets when they filled their old ones out. Collects star sheets at the end of the day. Passes out PRIDE tickets when scholars have filled their sheets. | **1-2 PRIDE ticket/day.**  **Up to 10 PRIDE tickets per week** |
| **MATERIALS MANAGER** | Passes out lab supplies on lab days. Helps with cleaning up lab materials at the end of lab days. | **3 PRIDE tickets per lab** |
| **IPAD CONSULTANT** | Helps Ms. Renkosiak pass out iPads when they are being used in class. Helps collect iPads at the end of class and checks to see which iPads need to be charged at the charging station. Checks for cracks and scratches at the end of the period. | **2 PRIDE tickets per iPad day** |
| **EXIT TICKET TRACKER** | Helps pass out exit ticket sheets and exit ticket trackers at the end of each class. Passes out class staplers to scholars so they can tape their tickets to exit ticket trackers. Collects graded exit tickets and places them in the appropriate class ticket folder. | **1 PRIDE ticket/day.**  **Up to 5 PRIDE tickets per week** |
| **CLASS NOTETAKER** | Takes excellent, detailed notes each day. Must be a scholar who is at school **every day**. The class notetaker will sit at Ms. Renkosiak’s desk during their job time. Class notetakers should make sure an extra blank copy of class work is placed in the “Class Notes” binder so that an absent student can check what they missed. | **1-3 PRIDE tickets/day depending on the quality of notes.**  **Up to 15 PRIDE tickets per week.** |
| **WORD WALL MANAGER** | Tapes new words to the word wall. Ms. Renkosiak will provide the words and will alert the Word Wall Manager when the word should be added to the Word Wall. This job will not be every day but on days words are added to the Word Wall a scholar can earn PRIDE tickets. | **Up to 1 PRIDE ticket/day.**  **Up to 5 tickets/week** |
| **BOARD ERASER** | Erases the board at the end of class. Writes the homework reminder on the homework side of board. | **1 PRIDE ticket/day.**  **Up to 5 PRIDE tickets per week** |
| **FILE MANAGER** | Takes graded homework, classwork, and assessments and files them into scholar folders. The file manager must be discrete and respectful and should not disclose other scholar’s grades. | **1 PRIDE ticket/day.**  **Up to 5 PRIDE tickets per week** |