



### Assembly Monitor Role description

**Main Purpose of the Role:** To ensure the hall is ready for assemblies and singing

- To be an active and enthusiastic member of Broadfield Community Primary School
- To read the rota and ensure the hall is set up for assemblies/singing
- To use the sound system equipment confidently
- To act as a role model for other pupils in terms of behaviour, uniform and attitude to staff and the school
- To speak to everyone in a polite and respectful manner.
- To assist visitors to the school by being polite, friendly and courteous.
- To set a good example to other school monitors at all times

#### Person Specification

Suitable Candidates must be/have	Essential/Desirable
Responsible	E
Reliable	E
Organised	E
Able to work with others - teamwork	E
Able to follow instructions	E
To use resources and equipment carefully	E
A good listener and communicator	E
Willing to complete role before school	E
A good communicator and listener with staff	E