

Room 23's Classroom Job Application

Name:

Date:

Address:

City, State, and Zip Code:

Please place a check next to the classroom job you wish to apply for (you may apply for up to 3 jobs). Be sure to read each job's responsibility before applying. Each job will last for an entire month at which time new employees will be hired. ***Note, you are NOT guaranteed to receive the job you have applied for. Some students will be required to meet with Ms. Williams for an interview.**

- | | |
|---|---|
| <input type="checkbox"/> Banker (2) (\$30/monthly) | <input type="checkbox"/> Green Commander (1) (\$30/monthly) |
| <input type="checkbox"/> Rent/Fine Collector (1) (\$20/monthly) | <input type="checkbox"/> Calendar Keeper (1) (\$5/monthly) |
| <input type="checkbox"/> Librarian (2) (\$10/monthly) | <input type="checkbox"/> Line Leader (2) (\$20/monthly) |
| <input type="checkbox"/> Messenger (1) (\$20/monthly) | <input type="checkbox"/> Computer Organizer (1) (\$5/monthly) |
| <input type="checkbox"/> Chair Stacker (1) (\$10/monthly) | <input type="checkbox"/> Energy Monitor (1) (\$20/monthly) |
| <input type="checkbox"/> Absent Student Folder (1) (\$20/monthly) | <input type="checkbox"/> Attendance-Lunch Orders (1) (\$20/monthly) |
| <input type="checkbox"/> Blogger (2) (\$20/monthly) | <input type="checkbox"/> Floor Manager (1) (\$20/monthly) |
| <input type="checkbox"/> Job Monitor (1) (\$20/monthly) | <input type="checkbox"/> Substitute Worker (1) (\$20/monthly) |

Why would you like to have this job? (Please write in complete sentences)

What strengths do you possess to help you do this job well? (Please write in complete sentences)

Please copy the following statement on the lines below:

I promise that if given ANY classroom job, I will perform it to the best of my abilities.

By signing below, the parent and the student agree to the above statements. I _____ understand that if I am not performing the job assigned to me, not only will I not get paid, but I am subject to being terminated from my position.

Student Signature

Parent Signature

List of Classroom Jobs for Room 23

Banker: Do you LOVE math? Do you enjoy handling money? Are you responsible? Then a job as our class banker would be perfect for you. Classroom Bankers earn a wage for performing classroom-banking duties. Bankers handle all transactions for the Bank including taking deposits and withdrawals, collecting classroom fines and fees like rent, and collecting the tax money on April 15th. (2 students)

Green Commander: If you are excited about helping our environment then this is a job for you! You are not only responsible for handling the recycling daily, but you are also our go-to person on how to be more GREEN! At least once a month, please give the class some suggestions on simple ways they can make a difference in their environment. (1 student)

Librarian: Do you love books? Are you organized? As the class librarian, you are responsible for keeping track of our books. (2 students)

Floor Manager: As our floor manager, you have a very important job. These students will make sure that the floor around desks, in the library, and under the computers are clean and every last article is off the floor. They will also make sure that all materials are put back in their proper places (this includes stations). Students must help the floor managers by keeping their area neat and free of clutter. Students applying for this job must be kind to others and helpful. (1 student)

Messenger: If Ms. Williams or a substitute ever needs an errand run or something taken down to the office, it will be your job to do! Students need to demonstrate trustworthiness and organizational skills. (1 student)

Chair Stacker: Want to build some muscle? Stack chairs! At the end of the day it will be your job to make sure everyone has stacked his or her chair. (1 student)

Energy Monitor: Please help hold us accountable. When we leave the class, make sure the lights are OFF! (1 student)

Absent Student Folder: When a student is absent, you will create their "absent student folder." In the folder you will keep track of their assignments by writing them down and making sure you have extra copies for them. It is your responsibility to make sure the student receives the folder upon their return and that they understand what work needs to be completed. Must have neat handwriting and be able to explain assignments to absent students. (1 student)

Attendance/Lunch Orders: Every morning, after Ms. Williams has gone over the daily schedule and news, you are responsible for attendance and lunch orders. You must be very careful and very accurate. Please give the accurate totals to Ms. Williams. (1 student)

Agenda Checker: Each morning, one student will check each student's agenda to make sure his/her parent has signed their agenda. They will keep track of this with a checklist. They will turn in fines to fine/rent collector. (2 students)

Job Monitor: This person has a very important job. They will work closely with Ms. Williams to make sure each student is performing his or her job to the best of their ability. They will keep a daily log of the jobs that are performed. (1 student)

Rent/Fine Collector: At the end of each week, the rent/fine collector will meet with the librarian, agenda checker, and Ms. Williams for a list of students that owe fines. Once these fines have been checked, a fine slip is written for each student and placed in his or her mailbox. Students will have to pay fees to the rent/fine collector. They will work directly with the banker to keep track of how much money each student has. If any student happens to slip into debt, the rent/fine collector needs to meet with Ms. Williams. (1 student)

Line Leader: 2 students will lead the class to the designated locations throughout the school. He and she will let Mrs. Cobb know when the class is ready to go. If you want to apply for this job, you must have great communication skills. (2 students)

Substitute Worker: This worker will take the place of anyone who is absent. They will take over the jobs and do them for the day. The student who applies for this job must learn all of the jobs in the classroom and be trustworthy. (1 student)

Calendar Keeper: This worker keeps our calendar for our classroom by changing the days for the next month and also to write the date on the board each day. (1 student)

Computer Organizer: Each night, this student makes sure our computer area looks neat and tidy. Please put the keyboards up on the computer and the mouse pads next to each hard drive. (1 student)

Blogger: Each night, these students are in charge of creating a blog for our classroom website, documenting our activities and what we have learned that day. Writing and computer skills are a must for this position! (2 students)



*We can discuss in our Classroom Meeting if you feel that we need to modify any jobs as well as add or subtract any positions.