

Prefects
Head Girl/Boy
Deputy Head
Boy/Girl

Interview Guidelines



**Date: Thursday
16th May**

May
2019

www.freecalendars.com

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------------|--------------|---------|-----------|----------|--------|----------|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | ★ | 17 | 18 |
| Mother's Day | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| | Memorial Day | | | | | |



Why should **YOU** want to be a prefect?

- Responsibility = Confidence
- CV
- College application
- Job application
- Future reference

What you need to bring to the interview

- School Journal
- A smile
- **Letter of recommendation
- **Reference from a job/coach



**Optional

Interview Basics

- Uniform
- Body language
 - Eye contact
 - Sitting position
- Hands



Head Boy / Head Girl Deputy Head Boy & Deputy Head Girl

- Same interview
- Make it known



Consider the type of person suited to the role of a prefect...



- Personal attributes
- Skills
- Experience
- Demeanor



Ms Campbell, Guidance Counsellor, Virginia College





How to answer questions at an interview...

Back everything you say up with an example



Short and concise (you only have 5ish minutes to sell yourself)



Consider the question:

Tell me a bit about yourself

Don't just list your attributes

I am organised = 1/3 of your answer

Give an example of how you are organised, a situation you found yourself in = 2/3

Why do you want to be a prefect? Why is it important to be a prefect?

- Be specific
- Being a prefect isn't just about you it is about our school community.
- What type of prefect do you want to be?
 - e.g. sport, 1st year mentor, anti-bullying etc.
- Research existing prefect roles in the school.
- Have you a suggestion for a 'new' prefect role (a 'gap' in our school community that you feel a prefect could fill)?



How do you see yourself contributing to the prefect system?

What role do you envisage yourself having?

- ✦ Be a Positive Role Model for others
- ✦ Be able to Motivate others
- ✦ Demonstrate Leadership Qualities
- ✦ Work as a Team with Staff and Students
- ✦ Have good Communication Skills
- ✦ Be able to Public Speak
- ✦ Have A1 Status and uphold School Expectations
- ✦ Represent the School at all Official Functions

Have you any experience which would benefit/enhance your role as a prefect?



Ms Campbell, Guidance Counsellor, Virginia College



What are your interests outside of school?



What do you see as the challenges involved in being a prefect?



You might get a question about teamwork

- Your experience of working with others
- A student in your group who is lazy or disruptive



What are your greatest strengths/weaknesses?

What is/are your greatest achievement?



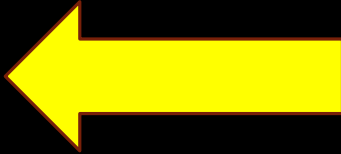
Current Prefect Club Choices

| | | |
|---------------------|------------------|--------------------|
| Art | Music | Homework |
| | | |
| | | |
| | | |
| | | |
| Chess | Drama | Dance |
| | | |
| | | |
| | | |
| | | |
| Book Club | Fun Club | Computer |
| | | |
| | | |
| | | |
| | | |
| Basketball | Football | Social Club |
| | | |
| | | |
| | | |
| | | |
| Table Tennis | Badminton | Handball |
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| | | |
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| | | |

Perfect Interviews

| | | |
|--|---|---------|
| + | | |
| Name | Class | |
| Why do you want to do Prefect? | CV Help 1 st Years _____ Experience Activities _____ Other _____ | |
| What are your interests outside school? | Home _____ School _____ Community _____ | |
| How do you see yourself contributing to the Prefect system? | Mentor Anti-Bullying Club _____ Other _____ | |
| What do you see as the challenges involved in being a Prefect? | Time taking part in activities Working with others - teamwork Motivation Other _____ | |
| How would you deal with a student in your group who is lazy or disruptive? | _____ _____ _____ _____ | |
| Other observations | Journal Condition | ☺ ☹ ☹ |
| | Attendance | _____ % |
| | Punctuality | _____ % |
| | Behaviour | _____ |
| | Head Boy/Girl (Y/N) | _____ |
| Recommendation | Yes <input type="checkbox"/> No <input type="checkbox"/> Reserve <input type="checkbox"/> | |

Sample Interview Template





- By yourself
- Be honest
- Be confident