

# BE ALL YOU CAN BE

## Become A College for Seniors Class Rep

Want to be a Class Rep? We're creating a new database of potential Class Reps for future terms. You're invited.

**Find the Registration Form HERE:**

<http://tinyurl.com/CFSclassreps>

Consider the instructor. Consider the fun. Consider the friends. Consider it all and let us know whether you are willing to be a Class Rep or a Backup Class Rep, now and/or in future terms. A brief explanation of what Class Reps do:

**Class Rep (CR):** Class Reps provide an invaluable service to College for Seniors instructors. The Class Rep:

- Manages attendance: Gets clipboard from office. Checks in participants. Returns clipboard to office.

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- Establishes a friendly climate. Reminds participants to silence their cell phones.

Also reminds participants to leave class in the first five minutes after class ends so the next instructor has time to set up and next class gets in.

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- Passes the microphone to participants speaking unless instructor prefers to repeat questions and assists the instructors with similar functions.

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**Backup Class Rep (BCR):** Every Class Rep needs a backup. Things come up. Folks get sick. Class Reps get called away unexpectedly. The BCR:

- Stands in for the Class Rep, assuming the duties noted above. They're easy enough.
- May only be needed once.
- May not be needed at all.

Want to know more? Request a **Class Rep Guide** from [collegeforseniors@gmail.com](mailto:collegeforseniors@gmail.com)



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