



Student Officer Requirements & Position Descriptions

Thank you for your interest in Castle Robotics' student officer positions. Below are the qualifications for officers and duties of each position. Use this information to help you determine which position(s) interest you the most.

Interested students must apply by:

- completing the application form and
- emailing it to Castle Robotics by its due date/time

Student officers are selected by an application and appointment process facilitated by Lead Mentors.

Officer Requirements

To apply for an officer position, students:

- must be a junior or senior at Castle High School next year
- must have at least one-year experience as a Castle Robotics team member (including this year)

Position Descriptions

*****See Castle Robotics Organizational Chart for teams each position oversees (in Our Team section of Castle Robotics website)***

President

Duties

- Assists in leading team meetings
- Works closely with the Lead Mentors to set direction for the team
- Assists VPs and fills in, when necessary, to identify gaps/concerns and ensure their groups are successful
- Serves as the official spokesperson for the team
- Attends mentor meetings and Board of Director meetings, as needed
- Needs to be knowledgeable of all team activities
- Leads committees, as needed
- Mentors other students, particularly those interested in leadership positions
- Helps resolve conflicts
- Ultimately responsible for the success and deliverables of the entire team

Vice President of Business and Media

Duties

- Works closely with Lead Business and Media Mentor and President to set goals and direction for their group
- Works with Business and Media mentors to set priorities and task lists for their group
- Needs to be knowledgeable and experienced with all the groups they oversee
- Ensures all groups have documented training plans and all work is thoroughly documented
- Leads meetings for the Business and Media group, as required
- Leads committees, as needed, and assists other committees related to the Business and Media group
- Identifies vacancies and recruits new members to fill them
- Ultimately responsible for all deliverables of the Business and Media group

Vice President of Engineering

Duties

- Works closely with Lead Technical Mentor and President to set goals and direction for their group
- Works with Engineering mentors to set priorities and task lists for their group
- Needs to be knowledgeable and experienced with all the groups they oversee
- Ensures all groups have documented training plans and all work is thoroughly documented
- Leads meetings for the Engineering group, as required
- Leads committees, as needed, and assists other committees related to the Engineering group
- Identifies vacancies and recruits new members to fill them
- Ultimately responsible for all deliverables of the Engineering group

Vice President of Operations

Duties

- Works closely with Lead Technical Mentor and President to set direction goals and for their group
- Works with Operations mentors to set priorities and task lists for their group
- Needs to be knowledgeable and experienced with all the groups they oversee
- Ensures all groups have documented training plans and all work is thoroughly documented
- Leads meetings for the Operations group, as required
- Leads committees, as needed, and assists other committees related to the Operations group
- Identifies vacancies and recruits new members to fill them
- Ultimately responsible for all deliverables of the Operations group