



Tips on How To Write Your Biography

Please provide a brief biography of no more than 150 words, remembering your target audience is PBC parents/staff, incorporate details such as the following examples:

- Clear statement of your current position:
_____ (your name) is the/a/an _____
(your job title, e.g. Regional Sales Executive), with responsibility for
_____ (your overall responsibility)
- Relationship to PBC: Have had children enrolled at PBC since _____
- Community interests/involvement:

- Why you want to be involved in the School Council (include what you think is important for PBC and what skills, knowledge, industry expertise you can bring to the Council)
- Any other information you think is important