

NAME \_\_\_\_\_ DATE \_\_\_\_\_ CLASS \_\_\_\_\_

ACT ON IT ACTIVITY SHEET - WHAT IS THE JOB OF THE PRESIDENT?

## Work Together Effectively with Advisers

### Skill Work Together Effectively

#### The President and the Cabinet

In this activity, you will be put in a group. One person will play the role of the President, and the others will be members of the Cabinet. The various roles to be taken are described in the next pages. (Not all Cabinet members need to be included in this activity, depending on the issue.)

Your teacher will assign an issue for you to discuss. Your job is to work with your team to come up with a plan of action. Keep these rules in mind:

1. Clearly state the task to be done and how you will go about doing it. Teams work best when every person knows their responsibilities. The responsibilities of each Cabinet member may change depending on the issue being discussed.
2. Listen respectfully and give every person a chance to speak. Make sure that one person does not monopolize the discussion. Give people who have not spoken a chance to be heard, but do not force them to speak if they are uncomfortable doing so. If there are non-verbal students in the group, be sure to give them the opportunity to participate through writing or drawing, or by asking them specific questions that they can answer nonverbally.
3. Keep a record. You may want to appoint one person to take notes of important points in the discussion. Repeat decisions aloud so that every person agrees on what the decision was.

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Record the issue to be discussed here:

## Roles to Be Filled

Remember, you don't need to assign all Cabinet roles for this activity. It depends on the issue. In a real Cabinet meeting, all members would be present.

Role	Assigned to	Description
President		I lead the discussion. I lay out the problem and will be responsible for the final decision.
Secretary of State		I am concerned with how the issue affects our relations with foreign governments.
Secretary of the Treasury		I am concerned with the impact of our decision on the economy and how much any actions we take will cost.
Secretary of Defense		I must consider how the military may be involved in our decision.
Attorney General		I need to make sure our decision is legal and does not break any federal laws.
Secretary of Homeland Security		I am concerned with protecting the lives and property of Americans within our borders.
Secretary of Commerce		My main concerns include economic growth and trade with other nations.

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<b>Role</b>	<b>Assigned to</b>	<b>Description</b>
Secretary of Health and Human Services		My main concern is improving the health of Americans and providing essential services to the people.
Secretary of Education		I advise the President on all matters relating to education.
Secretary of the Interior		I am concerned with matters relating to federal lands and natural resources.
Secretary of Transportation		I advise the President on all matters relating to transportation, including roads.
Secretary of Energy		I advise the President on all matters relating to energy production and technology.
Secretary of Labor		I help enforce laws relating to working people and the workplace.
Secretary of Agriculture		I advise the President on all matters relating to farming and ranching.
Secretary of Housing and Urban Development		I advise the President on all matters relating to our cities, especially housing.
Secretary of Veterans Affairs		I am concerned with health care and other benefits for people who have served in our military.

Who will take notes on the meeting?