

Resident Assistant (RA)

Position Description

Resident Assistants work toward the development of a community where residents can grow in all aspects of their lives. The RA position requires about 20 hours of work per week. Specific responsibilities of the Resident Assistants' include the following:

- 1. Facilitate interactions between residents.**
 - a. Develop and maintain an ongoing relationship with your floor residents and respect the honor of residents by maintaining confidentiality.
 - b. Initiate contacts, make introductions, and stimulate conversations and activities among residents of the floor and the hall.
 - c. Be responsible for maintaining staff coverage (in-duty) of the hall as scheduled.
 - d. Facilitate floor meetings as needed.
 - e. Be aware of the special needs of your residents. Report any extended illness or absences from the floor to your supervisor.

- 2. Model authentic faith and assist students in spiritual and personal growth.**
 - a. Be a disciple of Jesus Christ to the residents of your floor, reflecting God's love to residents of different races, national origins, sexual-orientations, and socioeconomic statuses, encouraging thoughtful and genuine Christian commitments, and modeling the life of a servant.
 - b. Support living area worship, Bible study, and other spiritual development programming.
 - c. Encourage attendance at chapel and church services.

- 3. Be alert to the needs of students (i.e., loneliness, depression, homesickness, substance abuse, eating disorders, etc.)**
 - a. Make campus referrals as appropriate and discuss student needs with your supervisor.
 - b. Recognize & alert your supervisor to warning signs about students who may be academically, socially, or personally struggling.
 - c. Within the context of relationships, challenge residents live congruently with their moral code and value system.
 - d. Hold a meaningful 1:1 conversation with each resident during the first semester & most residents during second semester.

- 4. Assist students in integrating academic and extracurricular interests.**
 - a. Encourage students in their responsibilities as they engage their academic community (i.e., class attendance, keeping up with assignments, etc.).
 - b. Keep residents informed of extra-curricular activities.
 - c. Encourage attendance at campus events such as plays, concerts, lectures, and sporting events.
 - d. Keep the floor bulletin board current and attractive.
 - e. Engage residents in conversations about integrating learning from the classroom with learning from extracurricular events.

- 5. In consultation with the Residence Life Professional Staff, work to facilitate learning that fosters student development and life congruence with resident values.**

6. **Be a knowledgeable consultant, resource person, and referral agent for university services such as the Center for Counseling and Wellness, Health Services, Center for Student Success, Housing Office, Dining Services, etc. (see "Resources" section of manual)**
7. **Interpret and ensure compliance with university rules and regulations.**
 - a. Fairly and consistently enforce residence hall regulations in the Residence Hall Living booklet, Residence Hall Contract, and the Student Handbook (see "Policies" section of manual).
 - b. Activate the university student conduct system by filing a detailed incident report after responding to policy violations.
 - c. Engage residents in conversations when noticing potentially negative behavioral patterns, and/or when rumors or suspicions about violating campus policies arise.
8. **Assume responsibility for proper use and physical condition of facilities.**
 - a. Report maintenance and cleaning needs of individual floors and public areas. Support maintenance personnel.
 - b. Support enforcement of university and residence hall policies related to behavior in dining halls.
 - c. Confront non-residents who make unauthorized use of hall facilities.
 - d. Confront students who are abusing or defacing college property.
 - e. Work at the front desk during some in-duty shifts.
9. **Develop and maintain working relationships with other residence hall staff and be responsible for continual professional and personal growth.**
 - a. Actively participate in RA training, All-Staffs, and weekly staff meetings.
 - b. Be supportive of other staff members and campus regulations within your living area and throughout campus.
 - c. Assist in the selection of new Resident Assistants.
10. **Support fellow Residence Hall leaders.**
 - a. Attend Community Life Council (CLC) Meetings.
 - b. Support RHET members through prayer, attendance at planned events, and promotion on floors.
 - c. Convene and facilitate the Social Events Team (SET) in conjunction with the SET Captain. Be a liaison between the CLC and SET group. Work with the RHET Vice President to be liaison between the SET and RHET.

The RA job can be very rewarding, but also quite demanding. RA duties generally take about 20-25 hours per week. In order to promote your wellness as an RA, we will ask you to limit your extra-curricular activities (clubs, other jobs, etc.) to less than 5 hours per week. In order to promote your continued academic success, we will ask you to arrange your courses in a way that maximizes your potential success as an RA and as a student (e.g., avoiding night classes when possible, deferring more time-intensive classes to the following year when possible, etc.). [Note: On average, RAs see a rise in their GPA during their RA year].