



FrogJobs Number: 00000

Department: Housing and Residence Life

Position: Summer School Resident Assistant (RA)

Start Date: May 13, 2024

Duties and Essential Job Functions:

- Provide leadership to residents living within the residence hall with specific leadership to your assigned floor/wing/section
- Know all assigned residents' names within the first 2 weeks of each summer session
- Plan, coordinate, and attend programming for assigned residential community
- Assist in mediating roommate conflicts and conflict resolution within the residential community
- Work 3 "Knowing, Connecting, Empowering" (KCE) engagement desk hours a week
- Participate in the duty rotation and assigned duty desk shifts throughout the summer, including University breaks and holidays (Memorial Day, Juneteenth, and Fourth of July)
- Complete weekly reports and all other administrative duties under the direction of their Hall Director supervisor
- Attend weekly staff meetings and individual meetings (1-on-1s) with their Hall Director supervisor
- Engage informal evaluations conducted by their Hall Director supervisor
- Attend and actively engage in summer department initiatives as needed
- Participate in all hall summer preparation (included but not limited to opening and closing procedure for all summer sessions)
- Assist with any other duties as assigned by their Hall Director supervisor

Requirements:

- Must be an enrolled undergraduate student at TCU during the application process
- Must maintain a 2.75 cumulative GPA and be in good academic standing
- Must currently work as a Resident Assistant during the application process
- Must be in good judicial standing with the University and the department of Housing and Residence Life
- Student account must be in good financial standing

Preferred Skills:

- Leadership
- Teamwork
- Critical Thinking
- Career & Self Development
- Communication
- Professionalism
- Diversity & Inclusion

Remuneration:

- The position is based on 15 hours of work a week
- Full room credit of single room based on availability in assigned residential area of responsibility
- Full meal plan credit for assigned staff meal plan
- Monetary stipend totaling \$1,600 dollars paid bi-weekly based on the TCU summer pay schedule (Summer Trainings, Cell Phone Stipend, and Summer Pay)