Department: Housing and Residence Life

Position: Resident Assistant (RA)

Start Date: August 2027

Duties and Essential Job Functions:

- Provide leadership and consistent presence for a community of approximately 25-55 residents
- Engage in intentional, consistent, KCE-centered relationship-building interactions with assigned residents (e.g. Purposeful Presence, Community Connections, Meaningful Moments, Signature Socials, etc.)
- Know all assigned residents' names within the first four (4) weeks of each academic semester
- Work two (2) "Knowing, Connecting, Empowering" (KCE) engagement desk hours a week
- Plan, coordinate, and attend Community Experiences for assigned residential community
- Participate in duty rotation throughout the academic year, including University breaks and holidays
- Attend weekly staff meetings and regular individual meetings (1-on-1s) hosted by the Hall Director
- Participate in all hall preparation (e.g. opening and closing, community meetings, L.E.S.S. drills, etc.)
- Complete reports and all other administrative duties under the direction of the Hall Director (e.g. Duty Logs, KCE Weekly reports, Community Experience Proposals and Assessments, etc.)
- Participate in hall committees/collateral assignments and complete committee/collateral responsibilities
- Attend and actively engage in all departmental training and development responsibilities
- Participate in recruitment and selection process for hall staff for the following academic year
- Assist in mediating roommate conflicts and conflict resolution within the residential community
- Engage in formal and informal evaluations conducted by the Hall Director

Requirements:

- Must be an enrolled undergraduate student at the University by the start of the Spring 2027 semester
- Must currently have a 2.75 cumulative GPA and be in good academic standing
- Must be an undergraduate student with at least a sophomore standing and one full year of college experience by the start date of the position
- Must be in good judicial standing with the University and the department of Housing & Residence Life
- Student account must be in good financial standing

Preferred Skills:

- Leadership
- Teamwork
- Critical Thinking
- Care and Mutual Respect
- Career & Self Development
- Communication
- Professionalism

Remuneration:

- The position is based on fifteen (15) hours of work per week
- Full room credit of private room based on availability in assigned residential area of responsibility
- Full meal plan credit for assigned staff meal plan
- Monetary stipend totaling approximately $1,100 per academic year