



Residential Life Student Leader Resource Assistant 2024-2025

Overview

Resource Assistants will assist our students at Nazareth University in their transition to life on campus and guide them throughout their time as a residential student. They will provide resources to students in times of need and ensure the students' well being and safety in the halls. This will include being a positive role model and building connections with students by being an approachable student leader in the Residence Halls. This position is ideal for students who enjoy a consistent schedule, enjoy engaging with students, and making everyone feel safe, welcome, and comfortable in their living space.

Job Description & Expectations

General:

- Rotate evening desk hours with area staff
 - Sunday - Thursday: 8pm - 12am
 - Friday & Saturday: 10pm - 2am
- Community walks of the building
 - Engage with students
 - Handle any concerns they encounter with students
- Submit building wide facilities requests
- Respond and manage non-life threatening incidents

All Residential Life Student Leaders:

- Building community in assigned section with residents
 - Monthly floor meetings
 - Manage conflict
 - Make door decorations
 - Intentional interactions (check ins) with residents
- Report incidents as needed
- Attend weekly staff meetings
- Attend bi-weekly 1:1s with supervisor
- Assist with departmental special tasks as needed
- Assist with building wide health & safety checks
- Assist with hall closings (Thanksgiving, Winter, Spring break, end of year)
- Support all Residential Life Student Leaders
 - Attending their programs
 - Assist with crisis situations
 - Communicate with staff and supervisor any concerns that may arise
- Assist with campus emergencies as needed
- Other duties and responsibilities as assigned

Application Requirements

- Full-time undergraduate student
 - If you were previously an RA in your undergrad experience you are still eligible to apply for this position
- Must be available for position for the full academic year: Fall 2024 & Spring 2025
- Must be in good conduct standing
- Must have a minimum cumulative GPA of 2.3
- Must attend an information session, apply for the position in your housing portal, attend an individual interview, and a group interview

Compensation

- On campus single room - full cost covered
 - Location of single room will vary depending on departmental need
- Meal plan
 - First year residential life student leaders - 50% cost covered
 - Returning residential life student leaders - full cost covered

Terms of Employment

- August 1, 2024 - May 19, 2025
- Residential Life Student Leaders must attend training prior to the openings of each semester and remain past hall closures to assist in hall closing procedures. These dates are included above.

Additional Notes

- After an offer of employment is sent to you, we will then gather additional information in regards to any accommodations that we may need to make your assignment.