



Residential Life Student Leader Community Assistant 2024-2025

Overview

Community Assistants will bring students together by hosting programs and events across residential buildings on campus. They will work as a team to engage students making them feel like Nazareth University is truly their home. They will create a sense of belonging through programming and outreach. They will provide students the opportunities to come together as a community in many different ways including individual floor and building wide. This position is ideal for students who enjoy bringing people together and making sure everyone feels as if they belong in their community and space.

Job Description & Expectations

General:

- Provide building programming
 - a. Area programs (Building wide programming)
 - b. Late night / weekend programming
 - c. Campus wide - programs for individual floors sections
 - d. NazWOW programs at the beginning of each semester
 - e. Program series
 - f. Passive programming
 - g. Collaborate with student activities
- Make main lobby bulletin boards & building wide decorations as needed

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.