

Resident Assistant Application Information Form 2008-2009

Before completing the RA Application, please be sure to read the following information.

In order to apply for the RA position, the following qualifications must be met:

- ✓ Be in good academic standing at the time of application. You must also maintain this good academic standing throughout employment.
- ✓ Have a GPA of 2.5 or higher at the time of application.
- ✓ Be in good judicial standing with the Office of Student Affairs. You must also maintain this good judicial standing throughout employment.
- ✓ Have strong desire to serve one's fellow students and Washington College.
- ✓ Have appreciation, respect, and willingness to foster the growth and development of a diverse group of students through residence living.
- ✓ Have effective communication skills, including assertiveness, sensitivity to and understanding of group dynamics, and effective listening skills.
- ✓ Have lived on campus the year he/she is applying for the RA position.

Along with the completed application, two recommendations are required. The recommendations may come from anyone who knows you well. They may use attached forms or submit a letter. The application and both recommendations are due to the Student Affairs Office by Friday, February 29th. The applications must be submitted in hard copy. The recommendations may be hard copy or email.

Applicants will be asked to sign up for interviews at the time when they return their applications. Applications are to be submitted to the Office of Student Affairs on the second floor of the CAC.

Resident Assistant Position Description

2008-2009

Responsibilities To Students:

Strive to develop a personal relationship with your Residents and create a welcoming atmosphere on your hall and in your building. Build a caring and cooperative community!

Serve as a facilitator to encourage a cooperative, safe, and considerate group living environment. Be available to assist students. On duty responsibilities include going “on rounds” in your building and across campus.

Be there to help with personal and academic concerns of the students and to help work out any group conflict that may occur. Be familiar with campus resources and knowledgeable about referral services.

Commitment:

The RA position requires a commitment of your talent, time, and effort. You will make a difference.

Following academics, the Resident Assistant position is considered the student’s principle out-of-class responsibility. Athletics, extracurricular activities, community involvement, and outside employment should all be scheduled around your job as a Resident Assistant.

RAs attend and participate in all training, development, individual and zone meetings. The Resident Assistant staff is required to return to campus early each semester and remain until the halls are closed and all work is completed at the end of each semester.

Conduct & Behavior:

Staff must comply with and uphold the policies and regulations of Washington College and the Office of Residential Life, as stated in the Student Handbook and RA Training manual.

Resident Assistant Application

Washington College

2008-2009

Please complete the following information. This application is due to the Student Affairs Office by Friday, February 29, 2008 along with two completed recommendation forms.

Name: _____
(Last) (First) (M.I.)

Gender: Male/Female (circle one)

Campus Address: _____ **Phone #:** _____

Permanent Address: _____ **Permanent Phone #:** _____

E-mail Address: _____ **Current Class Level** (circle one): Fr. So. Jr. Sr.

Cumulative GPA: _____ **Last Semester GPA:** _____

What is (are) your declared Majors (s)? _____

For Transfer Students Only: Transferred GPA _____

COMMITMENTS FOR 2008-09

Projected date of graduation: _____

Are you applying for study abroad? Yes ___ No ___ Semester _____

Please list the commitments you anticipate having next year, such as number of academic credits, Greek membership, leadership in campus groups, sports, student teaching, jobs, intensive academic programs, etc.

What is your most recent work experience?

Position

Employer

Dates

Please complete the following essay questions.

1.) What is your motivation for applying for the position, and how do you think the position might contribute to your life and career goals?

2.) What are the major issues confronting students residing in Washington College housing, and how would you, in your position, address these issues?

3.) Describe the components of a healthy, responsible community. How can you create and maintain these components in your residence hall?

4.) A resident's parent asks you to explain what a Resident Assistant does. How would you respond?

5.) What role do you typically adopt in a group or team? Please discuss the times when you assume this role.

6.) What types of experiences have you had relating to people with different ethnic or cultural backgrounds than your own? How about different lifestyles or beliefs? How would you help your residents when they encounter values and beliefs that are different from their own?

7.) Please write a letter to a new W.C. student letting him/her know what they need to know to be happy and successful here.

Answering yes to either of the following questions will not keep you from being selected as a future RA. We ask that you be honest and open so we can discuss the issue upfront. Thanks.

Have you ever been convicted, or have charges pending against you, of a crime other than a minor parking violation? If yes, please explain. Yes_____ No_____

Have you ever received a College Citation other than a parking violation? If yes, please explain. Yes_____ No_____

Resident Assistant Reference Form

_____ is applying for a Resident Assistant position for the 2008-2009 academic year and has asked for you to provide a reference.

How long and in what capacity have you known the applicant?

Please evaluate the applicant's strengths and weaknesses in relation to the characteristics listed below by using the following scale.

5: Excellent- has superior knowledge or expertise, **4: Above Average**- has strong knowledge or expertise, **3: Average**- has some knowledge or expertise, **2: Below Average**- has limited knowledge or expertise
1: Poor- has no knowledge or expertise, **CS**: Cannot Say

- | | |
|--|--------------------------------|
| ____ Fairness and Impartiality | ____ Trustworthiness |
| ____ Self-awareness and Self-acceptance | ____ Level of respect by peers |
| ____ Ability to relate to different types of people | ____ Diplomacy |
| ____ Ability to be non-judgmental | ____ Dependability |
| ____ Ability to respond to different types of problems | ____ Listening ability |
| ____ Demonstrates commitment to diversity | ____ Leadership skills |
| ____ Respect for others and their rights | ____ Approachability |
| ____ Ability to balance multiple responsibilities and stress | |

Please provide any additional information or impressions that will be helpful in our evaluation of the applicant.

Signature: _____ Date: _____

Thank you for your assistance. Please return this form to the applicant, or directly to me via campus mail or email.

David Hieber, Residential Life Coordinator at dhieber2@washcoll.edu.

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