Resident Advisor

JOB DUTIES

- Available (up to 2 weeks before classes start and 5 days after classes end)
- RAs must be available from 3:30-5pm every Tuesday, no exceptions
- Limit extra curricular activities
- Participate in duty rotation
- Hold office hours
- Attend RA training at the beginning of each semester
- Limit outside employment
- Maintain confidentiality
- Be a role model for residents and campus community
- Assist with check-in and building closing
- Assist with RA selection
- Document incidents that take place in the hall

How to Apply

1. Log onto Job for Kats
   https://www.myinterface.com/shsu/Account/LogOn
2. Upload documents to Resident Advisor job opening
3. Submit recommendations to Residence Life using form found online
   http://www.shsu.edu/~hou/www/staff/ResidentAdvisor.html
Resident Advisor Selection

Application Requirements

- You must have resided on campus for at least one long semester at time of employment

- You must have completed at least 12 credit hours by the time of employment Once you have joined the department, you must maintain at 6 financial aid eligible hours each long semester.

- At all times, staff members must maintain a cumulative GPA of 2.0 or above. If the cumulative GPA falls below 2.0, the staff member is terminated. A staff member can have only one semester GPA below a 2.0 during their employment with the department.

- Employment with the Department of Residence Life is contingent upon a grade check once grades are posted at the end of the semester

- You must be in good standing with Sam Houston State University in financial, academic and disciplinary areas.

- Transfer candidates must have been accepted to the university at time of application and must submit an official transcript from the most recent university.

- Candidates must be available for a formal interview during regular business hours on Friday, October 17, 2014 and for a group process interview on Saturday, October 18, 2014.

Application Process

- Create account with Jobs for Kats

- You must upload a resume to the Resident Advisor job posting on Jobs for Kats

- Include response to questions on the second page of your resume

- Have 3 recommendations completed on your behalf (see back panel for instructions)

Application Timeline

NOW: RA applications available online

1/26 @ 7pm: RA interest meeting, White Hall

1/27 @ 7pm: RA interest meeting, White Hall

1/28 @ 4pm: RA interest meeting, White Hall

1/29 @ 4pm: RA interest meeting, White Hall

2/2 @ 7pm: RA selection educational session A, White Hall

2/3 @ 7pm: RA selection educational session B, White Hall

2/4 @ 4pm: RA selection educational session A, White Hall

2/5 @ 4pm: RA selection educational session B, White Hall

2/12 @ 11:59pm: RA applications due

2/20 & 2/21: RA selection interviews

QUESTIONS YOU WILL UPLOAD

A. Why are you applying for the RA position?

B. What experiences have you had which would make you a strong candidate for the RA position?

C. How is a RA responsible for setting and maintaining the atmosphere of their floor or house?

D. What would you contribute to a staff team?