**Position Responsibilities**

- Be available up to 2 weeks before classes start & up to 5 days after the semester ends
- Attend weekly staff meetings every Tuesday from 3:30 - 5:00pm, no exceptions
- Participate in a duty rotation schedule
- Complete weekly office hours
- Plan & execute educational programs & events
- Complete regular administrative tasks
- Assist with RA selection
- Assist with Saturday@Sam
- Enforce Department & University Policies
- Serve as a Campus Security Authority

**How to Apply**

- Log on to the SHSU People Admin portal at https://shsu.peopleadmin.com & search for job posting
- Upload your resume to the Resident Advisor job posting
- Upload responses to Living Community questions (Only if interested in Living Communities)
- Submit three recommendations to the Department of Residence Life using the form found at shsu.edu/ra

**Application Deadline:**
October 2, 2023 @ 11:59 pm

**For more information please contact:**
Ansley Jenkins Halleck
910 Bearkat Blvd.
Huntsville, TX 77340

(936) 294-1853 | Fax: (936) 294-1920
axj089@shsu.edu
Why Should You Apply To Be An RA?

- Develop and role model career readiness & leadership in the following areas:
  - Ethical behavior
  - Effective decision making
  - Teamwork
  - Enhanced verbal & written communication
- Give back to Sam Houston State
- Meet new people
- Mentor first year students
- Be in the know about things happening on campus
- Free housing
- Steady paycheck
- Build specific skills in:
  - Event planning
  - Policy enforcement
  - Mentoring
  - Budgeting
  - Mediation
  - Time management

RA Interviews are:
October 16-20, 2023

Scan for details!

Resident Advisor Requirements

- It is preferred that applicants reside on campus for a minimum of one full semester before the time of employment.
- Applicants must have completed at least 12 credit hours by the time of employment
- At all times, staff members must maintain a GPA of 2.0 or higher
- Applicants must be in good standing with Sam Houston State University
- Transfer candidates must have been accepted to the University at the time of application
- Hired staff members must be available for Fall and Spring Trainings before the start of the academic school year
- Hired staff members must maintain at least 6 financial aid eligible hours during each semester of employment
- Candidates must be available for a formal and group process interview during business hours on October 16th - 20th.