

Resident Assistant Job Description

SNEAD STATE COMMUNITY COLLEGE

The Resident Assistant is responsible for:

- ▶ A specific wing/floor in campus housing and knowing the residents who reside there.
- ▶ On call duty responsibilities one night a week, multiple weekends per semester and shared holiday coverage.
- ▶ Serving as a liaison between residents and Dorm Director.
- ▶ Behaving in accordance with Snead College and Housing Policy and enforcement of those policies.
- ▶ Completing room condition reports and conducting health and safety inspections at specified times, and as needed.
- ▶ Being accessible to residents on a regular basis.
- ▶ Building a sense of unity and community among Housing Residents.
- ▶ Responding to emergencies and crises and notifying appropriate College officials.
- ▶ Assisting with opening preparations and closing procedures each semester.
- ▶ Attending RA training (3-5 days prior to fall move-in) and continuing education sessions.
- ▶ Attending weekly meetings with the RA team and one on one meetings with the Dorm Director.
- ▶ Implementing and conducting a minimum of 2 social & educational programs each month.
- ▶ Carrying out miscellaneous tasks and duties as assigned.

Requirements to be a Resident Assistant:

- Be a student in good standing (financially, judicially, and academically) with the College.
- Must have a passion to serve, support, and assist resident students.
- Must be enrolled for at least 12 hours and attending classes.
- Must maintain a 2.25 grade point average at Snead.
- Must reside in the Dorm.
- Must commit to serve as an RA for the entire academic year (fall and spring semesters).
- Demonstrate student leadership qualities.

Remuneration:

- * Housing credit for the cost of a single space in the specific area of assignment in College Housing.
- * Subject to evaluation by Housing Director.
- * If job is terminated, student will owe Snead the remaining prorated room rate for the semester.