



ANDERSON UNIVERSITY

Department of Student Life

RA JOB DESCRIPTION

Position Summary

The Resident Assistant is an integral part of the living-learning environment at Anderson University. The role can be summarized into four major categories: Community Shaper, Learning and Growth Facilitator, Peer Support, and Student Life Representative. The primary duty of the RA is to foster student learning and growth through creating a safe learning environment where all students know they are valued.

Minimum Qualifications

- Must have a 2.5 cumulative GPA
- Be a student in good standing free of academic, disciplinary, or chapel probation
- Must adhere to the standards outlined in the student code of conduct and possess commitment to academic discovery rooted through a Christian worldview

Duties and Responsibilities

- Promote a positive environment on the floors that builds community and encourages relationships
- Commitment to inclusive community that focuses on connecting with students in need and fostering relationships with students from under-represented backgrounds
- Plan and execute programs utilizing the wellness wheel focusing on social, spiritual, intellectual, emotional, vocational, and physical learning in order to foster holistic growth
- Equips residents to approach conflict in a constructive manner and mediates continued conflict between residents
- Support students in crisis by connecting them with support services including counseling center, health center, Kissinger Learning Center, Police and Safety, Residence Life, Spiritual Life, or other offices as needed
- Attend Student Leadership Class (LART 2900), Summer RA Training, and other professional development opportunities throughout the academic year
- Serve on a regular On-Duty rotation to foster community within the residence hall
- Fill out appropriate documentation when needed within a timely manner
- Maintain a clean and safe living environment by submitting maintenance requests, ensuring cleanliness of common spaces, and upholding safety procedures within the hall
- Communicate, explain, and uphold university and residential policies
- Attend weekly staff meetings and biweekly individuals with Resident Director
- Assist the Resident Director in all of his/her duties
- Other duties as assigned by the department of Residence Life

Time Commitment

- The RA role is a 15 hour/week role including staff meeting, on-duty, program planning and implementation, and intentional time on floor. Apartment RAs have slightly different time expectations because of the unique nature of the apartments. For more specific information please talk to Apartment RD or Assistant Dean of Students.
- RAs return approximately 10 days prior to the start of Fall Semester for RA Training
- RAs are expected to be present for check-in and check-out at the beginning and end of each semester and major breaks.
- RAs are expected to attend major weekend events including Homecoming, Li'l Sibs Weekend, and Admitted Students Weekend.
- Time commitments outside of the RA role is restricted to 15 hours per week; this includes sports, clubs, organizations, social clubs, or other work.

Compensation

Traditional undergraduate residence halls and apartments are paid based on expected hours worked per week.

- Traditional Undergraduate - \$3,663.20
- Apartments - \$2,082.40