

Resident Advisor Position Description 2017-2018

Position: Resident Advisors (RAs) are full-time undergraduate Yeshiva University students. They live in Yeshiva University housing and play several roles at the same time: they are leaders of residential communities; they are members of the administrative Housing and Residence Life Team; and they are first responders and crisis managers.

Qualifications: RAs must have good judgment, strength of character, and a strong sense of responsibility. Collaborating and cooperating with residents and other UHRL team members, they must understand and address different needs. All RAs must meet these minimum qualifications when applying and throughout the course of employment:

- Full-time enrollment (at least 12 credits) at Yeshiva University
- A cumulative GPA of 3.0
- Good academic and behavioral standing at Yeshiva University
- RAs may not hold another position, volunteer or paid, that requires more than 5 hours per week without the express consent of the Housing Director

Period of Employment: Nine months, from UHRL Staff Training (Monday, 8/21/17) through the last day of classes of the Spring semester (Thursday, 5/17/18).

Salary: The salary for a Resident Advisor is \$10,000: an \$8750 housing stipend and \$1250 payable semi-monthly over 8 months. The housing stipend fully covers RAs' housing costs and may be adjusted depending on their individual assignments, but the salary does not change.

Responsibilities: Potential RAs should expect to spend at least 10 hours related to the position, in a variety of administrative, creative, and executive tasks. At a minimum:

- For their floors, RAs will:
 - be present and available on their floors by 10:15pm most weeknights
 - know all floor residents by name and engage them regularly
 - plan, advertise, and execute at least 4 floor events per semester
 - respond immediately to any medical, personal, or facility issue
 - manage the upkeep of communal floor resources like lounges
- For residence halls, RAs will:
 - work together to plan one building-wide event per semester
 - notice any facility issue or rule violations and report them appropriately
 - serve as the RA on duty for Shabbat (approximately four times a semester)
- As members of the UHRL team, RAs will:
 - assist in the UHRL office one hour per month and additionally as needed
 - attend UHRL events including Fall & Spring Training and Orientation, Post-Pesach Orientation, Town Halls, Open House, and other programs
 - remain on campus for one vacation duty over the course of the year
 - fulfill all of their obligations of their committees and serve 10 additional “distributed hours” over each semester
- RAs will attend the following recurring meetings:
 - biweekly with a co-RA and supervisor to discuss floor issues
 - once per month with the RAs of their residence hall and the Director
 - once per month with the whole UHRL team

Committees: In the 2017-2018 year, some of UHRL's work will be distributed among RA committees. RAs will rank their choices of committees and be assigned to one. These committees will meet regularly to define the scope of their work, establish measures for success, and evaluate how their work is going.

Examples of committees include:

- Shabbat Committee: Work with on-duty RAs to innovate Shabbat programming
- RA Development Committee: Plan ongoing training for the UHRL team
- Dorm Talks Committee: Plan, advertise, and execute Dorm Talks
- Nerfament Committee: Run a semester-long Nerf tournament between floors
- Office / Administrative Committee: Assist with administrative tasks throughout the year
- Special Events Committee: Plan, organize and run special events such as the World Series Party, Super Bowl party, and Midnight Madness

Assignments: RA applicants rank their preferences of residence halls and floor assignments, but all assignments are ultimately at the discretion of the Director. Assignments are made to match RAs' strengths and talents to the needs of residence halls and floors. RA responsibilities vary slightly by residence hall, as detailed below.

Rubin Hall: Rubin RAs work mostly with first year students as it is the First Year Residence Hall. Each floor has approximately 45 residents and two RAs, who will:

- work together well, constantly collaborating and communicating
- report to and consult with their Head RA (each Head RA oversees three floors)
- plan events more often than other residence halls
- hold more extensive introductory meetings at the beginning of each semester

Morgenstern Hall: Morgenstern RAs work with mostly upperclassmen. Each floor has approximately 45 residents and one RA, who will:

- work well in a larger team of six RAs and a head RA
- operate more independently and with more responsibility

Muss Hall: Muss RAs work with the most diverse group of students, including lowerclassmen, upperclassmen, and RIETS students. Each floor has as many as 60 residents and one RA, who will:

- work very closely with the other Muss RA and Muss Head RA
- operate more independently and with more responsibility