



## 2023-2024 Resident Assistant Job Description

### **Purpose Statement**

The Resident Assistant is an important student leadership role at HCU. This position's purpose is to connect with residents, as a peer leader, by building relationships, helping to create engaging and intentional programming, providing peer to peer discipleship, and helping to maintain faith-integrated and academic focused community living. Residents base much of their perception of their collegiate journey on their residential experience, and the Resident Assistant is crucial for assisting with creating a positive experience. As a Resident Assistant (RA), your main role is to create and develop connections and build relationships with your fellow Huskies while helping to implement the policies and procedures of Residence Life to build a strong living learning community.

### **RA Expectations**

#### Basic Qualifications

- ✓ Full-time (12+ hours) enrolled HBU student in good standing (academically and conduct)
  - If for some reason an RA must be enrolled for less than 12 credit hours, a written exemption request must be sent to Residence Life and approved by the Director of Residence Life or a Residence Life staff representative.
- ✓ Maintain a 2.75 GPA throughout the leadership tenure
  - If an RA's GPA falls below a 2.75, a semester academic probation, performance plan, or position dismissal may be implemented
- ✓ Articulate and demonstrate an active Christian faith journey
- ✓ Ability to live on campus during RA position tenure
- ✓ Demonstrate leadership qualities and skills through active university participation

#### RA Responsibilities

- Serve as a positive role model for residents and fellow Huskies
- Be available, visible, and accessible to your residents
- Spend time getting to know your residents and allowing them to get to know you
- Assist residents with appropriate concerns and direct them to resources and further support when needed
- Help students uphold the standards expressed in the Residence Life Housing contract and the HCU Student Handbook
- Assist in creating programming for Residence Life
- Maintain active communication with direct supervisor and the Residence Life team (including, but not limited to: office hours, 1-1s, Res Life meetings, open communication, etc.)



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- Understand the RA role will require 10+ hours per week (including office and on-call commitments)
- Maintain confidentiality (RAs will have access and may need to view personal student information. It is imperative that confidentiality is kept. Misuse of RA privileges may result in immediate termination, suspension, and further disciplinary action when necessary)
- Report emergency situations and enact emergency procedures when necessary
- Support Facilities Management and Housekeeping efforts to provide a safe, secure, sanitary, and attractive environment

*Outside Commitments*

Because the RA position is a premier leadership role on campus and requires dedication and commitment, outside commitments should be limited to no more than 10 hours per week (this excludes academic course load). Prior communication is highly encouraged before taking on extended responsibilities. Maintaining balance is key to being successful as a student and an RA. Being mindful of rest and time management is being a good steward of the God-given time and purpose of your calling.

**RA Compensation**

Resident Assistance are provided with a scholarship/grant stipend that covers the equivalent of their assigned housing placement and a meal plan as designated by the Office of Residence Life.

Further Clarification:

- RAs will be assigned their housing placement by designated Residence Life staff
- RAs may be subject to a roommate
- RAs are expected to live in their assigned spaces to be available for RA tasks, on-call rotation, and all other RA responsibilities
- RAs are subject to housing placement changes and consolidation where necessary