

# Resident Advisor



Office of Campus Living  
Lewis & Clark College  
T 503.768.7123  
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Purpose	In conjunction with other College staff, the Resident Advisor is responsible for promoting student learning and personal growth by fostering residential environments that are safe, well maintained, educationally purposeful, and supportive of the mission of the college.
Role	<p>Helps to create a safe and positive residential experience for all students.</p> <p>Role models appropriate behavior as a representative of the Office of Campus Living.</p> <p>Provides opportunities and programming for residents to engage in a larger community.</p> <p>Is well versed in campus resources, activities, college policies, and helps students seek answers to questions and problems.</p>
Duties	<ul style="list-style-type: none"><li>• Return to campus early to participate in all staff training in both August and January.</li><li>• Attend required weekly staff meetings.</li><li>• Fulfill responsibilities for New Student Orientation as directed.</li><li>• Develop and implement monthly Community Builders (known as “programming”).</li><li>• Assume night and weekend duty responsibilities as directed. Weekday duty: Sunday-Thursday 7 pm - 7 am; Weekend duty: Friday 7 pm – Sunday 7 pm.</li><li>• Inform residents of Lewis &amp; Clark policies and procedures.</li><li>• Cooperate fully with Campus Safety Officers through enforcement and documentation of College policy violations.</li><li>• Demonstrate sensitivity to needs of all students and to the value of diversity in residential community.</li><li>• Know the names and be available to all students in your community.</li><li>• Remain cognizant of your abilities and refer community members to appropriate resources.</li><li>• Act with discretion when managing residential conflicts or concerns.</li><li>• Be fully acquainted with emergency procedures and manage residential crisis when necessary.</li><li>• Work cooperatively as a loyal team member to individual staff and all of Campus Living.</li><li>• With the exception of academic studies, the RA job will be your top priority. All co-curricular involvement must be discussed with and approved by your Area Director.</li><li>• Assist in the opening and closing of the halls for Fall and Spring semesters.</li><li>• Assess and manage floor maintenance needs and submit online service requests.</li><li>• Other duties as assigned, i.e.: assisting the Area Director, committee responsibilities.</li></ul>
Requirements	<ul style="list-style-type: none"><li>• Sophomore standing or higher and full-time student status.</li><li>• Minimum cumulative GPA of 2.5.</li><li>• Prior group living experience.</li><li>• Time, ability and interest in relating to and working with residential students.</li><li>• Must have completed and signed residence hall contract or lease according to the procedure outlined by the Office of Campus Living.</li></ul>
Compensation	Equivalent of the double room rent and 14-flex meal plan.
To apply	<p>Meet all requirements and submit an RA application to Campus Living:</p> <ul style="list-style-type: none"><li>• Early applications (for those going abroad Spring 2019) due <b>November 26th at 4pm</b></li><li>• Regular applications due <b>February 1st at 4pm</b></li></ul>