Resident Assistant Recruitment

Resident Assistant Position Description

Elon University Residence Life employs approximately 90 Resident Assistants (RAs). As integral members of the Residence Life staff, RAs endeavor to foster safe, healthy residential environments, supportive of students’ personal and academic growth through community support and development. RAs serve as community developers and help broaden the educational and living and learning experience of their residents, all the while remaining successful students at Elon University.

Resident Assistant Responsibilities (include, but are not limited to, the following):

Community Development and Education
- Develop and maintain positive interpersonal relationships with each resident through regular outreach to the community and individual intentional interactions.
- Maintain a visible presence in the community by working directly with students within their assigned neighborhood.
- Serve as a key leader within your neighborhood and actively set a high standard of excellence for customer service.
- Build relationships with residents that foster honesty, integrity, responsibility and respect.
- Respond to and document crises or emergencies that may occur within in the residence halls.
- Initiate, supervise and plan community events on a regular basis.
- Meet with residents to assist them in resolving roommate conflicts and other personal challenges.
- Be alert to student concerns, support and engage residents, and actively provide resources to students.

Role Modeling and Mentorship
- Serve as a role model for students both personally and professionally by knowing and abiding by Elon University policies and procedures.
- Serve as a mentor and leader within your community and actively engage in setting community standards.
- Exercise good judgment, ethical decision-making, and respect for fellow community members.
- Actively work to challenge, guide and positively impact your residents’ Elon experience through care and support.

Team Member
- Convey a positive attitude toward the RA position and its duties and responsibilities.
- Positively participate in all staff development, staff meetings and department meetings, and other related assigned tasks throughout the period of appointment.
- Participate in the recruitment and selection processes of Residence Life student and professional staff.

Facilities and Administration
- The RA will assume on call responsibility in the neighborhood. On Call responsibility is a shared, rotating schedule on a nightly and weekend basis to ensure the safety and security of students at Elon University.
- Identify and report maintenance issues as well as the general upkeep of buildings and areas.
- Conduct regular Health and Safety inspections of their buildings and floors and educate residents about fire safety and other emergency situations.
- Coordinate, with your supervisor all aspects of opening and closing at the beginning and end of the academic year and all university scheduled breaks. Return to campus earlier and stay later than other students for training and opening and closing purposes.
- Complete all required paperwork in a timely manner.

Remuneration and Qualifications
The RA position is a 10 month, 15 hour per week position. Remuneration includes housing and monthly stipend that are equal to the cost of a single room. Previous experience living on campus, student leadership, and sophomore status or higher by the time of employment are preferred.