

## RESIDENT ADVISOR (RA) APPLICATION

APPLICATION DEADLINE: January 17<sup>th</sup> 2020

ALL Concordia Students who meet the qualifications are encouraged to apply!

### POSITION SUMMARY

Reporting to the Residence Life Coordinator and taking direction from the Residence Community Development Lead, the Resident Advisor (RA) role is a **live-in**, part-time student position responsible for the safety and development of their assigned residence community and the residence system as a whole. RAs receive a wide range of training to support them in accomplishing the requirements of their role. In addition to be a regular, educational, and positive presence in their assigned community, RAs will provide support to residence-wide programming efforts and assume on-call shifts to complete walkthroughs of residence facilities and respond to emergency situations. RAs will support students with a variety of challenging topics including thoughts of suicide, academic pressure, self-harm, substance use, and sexualized violence.

**Remuneration:** A private room provided at the cost of a shared room (difference being a taxable benefit) and a \$4600 stipend split into semi-monthly pay periods

### RESPONSIBILITIES

- Create and administer educational and community building programs that align with the Residence Learning Design which includes attending campus/community partner programming with your residence floor
- Ensure health and safety standards are being observed in the communities and report any issues that arise
- Complete regular on-call shifts to respond to emergencies and administer the Community Standards
- Attend weekly team meetings as well as bi-weekly one on one's with the Residence Life Coordinator
- Deliver reports to the Residence Life Coordinator, including but not limited to: Incident Reports, Community Resolutions, Maintenance Requests, and Programming Plans
- Participate in mandatory training which will include online learning through Moodle and in-person sessions
- Be a positive role model and student leader on campus and in residence
- Perform other duties as required

### QUALIFICATIONS

- Excellent communication and interpersonal skills is required
- Ability to work well independently and with a team of diverse individuals required
- Demonstrated ability to problem-solve and demonstrate an exceptional degree of professionalism is required
- Must be enrolled at CUE with acceptable academic standing
- Must have an acceptable campus/residence conduct background
- Must be legally entitled to work in Canada and be able to pass a criminal background check

- Must approve all other extra-curricular or employment opportunities with the Residence Life Coordinator
- Previous experience in Residence/Student Life is an asset

### **APPLICATION INSTRUCTIONS**

Interested applicants should visit [concordia.ab.ca/residence/student-hiring](https://concordia.ab.ca/residence/student-hiring)

Any questions can be directed to William Logan, Residence Life Coordinator  
([William.Logan@concordia.ab.ca](mailto:William.Logan@concordia.ab.ca))

