

Second-Year Returning Resident Assistant (RA) Application

Application Due Date Wednesday, January 30, 2019 by 4PM in the Office of Residential Life located on the 1st floor of Rounds Hall or email applications to reslife@skidmore.edu.

Please type or print clearly

Please notify Zach VanGalder in the Office of Residential Life if any of your personal information changes while you are a candidate.

Name: _____ Student ID # _____

Current On-Campus Residence/Room#: _____

Cell Phone #: _____ Skidmore Email Address: _____

Date of Birth: _____ Gender Pronouns: _____ Class of 20: _____

Major: _____ Cumulative GPA: _____

Have you ever been found in violation of a Skidmore College Policy? Yes _____ No _____

(If you are found in violation during the application process, your candidacy will be withdrawn.)

If yes, please explain: _____

Please list your top three (3) residence area assignment preferences for next year (in the desired order).

Candidates seeking an assignment in Northwoods Apartments or Sussman Village must be either a Junior or Senior in class year by the start of the fall 2019 semester.

Residence Hall/Apartment Complex	Floor/Community
1.	
2.	
3.	

PLEASE NOTE: These preferences cannot be guaranteed, but will be taken into consideration during placement. RA Placement is dependent upon skill set, staff fit, and class year.

☐ Resume & Cover Letter

Please complete a resume and cover letter and attach to your application. Your resume should be a good representation of your employment, leadership background, and skill sets for this position. It should be no longer than a one-sided page. Your cover letter should be a good representation of why you are applying for this position. It should be no longer than a one-sided page.

If you require Special Housing Accommodations, please notify Zach VanGalder at zvangald@skidmore.edu.

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□ Reflection Questions

Please type your answers to the following questions on a SEPARATE SHEET and attach to your application.

1. Please discuss why you should be rehired for the 2019-2020 academic year, making references to your performance as an RA during the past year and any unique contributions you feel you have made to your residence area staff and the Office of Residential Life.
2. What has been the most difficult situation you have faced since you became an RA? How did you manage the situation? Anything you would do differently?
3. What approaches will you use as a returning RA to help mentor and train new RAs?
4. How do you intend to continue growing in the RA role, and how does this position fit into your future aspirations and academic/career goals?

□ Reference Forms:

On the Office of Residential Life web site under the “*Join Our Staff*” link on the left side there is a link to an online Reference Form. Please have one reference complete this online form. The reference form should be filled out by a current or past faculty/teacher, supervisor, or coach (***Current RAs or ACs may not be used as references***)

□ Interview Session:

You will receive an email from either the Office of Residential Life to schedule an interview. Interviews will take place during the weeks of February 4th – 15th, 2019. This interview will last approximately 20-30 minutes and is a time for the current staff members to get to know you, your work style, and ideas you have for yourself in the position. The interview should be treated as a professional experience. ***For interviewing tips or practice, visit the Career Development Center, located on the 2nd floor of Starbuck Center.***

□ Group Interview Session:

All applicants will be required to participate in a group interview process. Group interviews will take place on Tuesday, February 19, 2019 from 8:00pm-10:00pm on the second floor of the Dining Hall. The group interview process is a time for you to work in large and small groups with fellow candidates to demonstrate your ability to work on a team, critical thinking skills, and mentor and assist new RA candidates.

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Please Note:

- Your application will not be considered unless **ALL** materials have been received by the deadline indicated – Wednesday, January 30, 2019 by 4pm. This includes the Application itself, Resume, Reflection Questions, and Reference Forms completed online.
- Your hiring would be for the 2019-2020 academic year only. If selected, and you wish to continue in future academic years, you'll need to complete a Third-Year Returning RA application, at which point you'll be entered into the applicant pool with all applicants.
- All accepted applicants will be required to return to campus in fall 2018 for Residential Life Training on Sunday, August 18th, 2019 by 4pm.

Questions:

If you have any questions about the application process please feel free to contact Zach VanGalder in the Office of Residential Life (zvangald@skidmore.edu)

Applicant Signature:

I hereby declare that the information given in this application is true to the best of my knowledge.

I hereby authorize the Office of Residential Life to review my academic and student conduct records (which includes responsible student intervention incidents) at Skidmore College. This authorization is granted because I want to be considered for a position on the Residential Life Staff at Skidmore College.

Signature of Candidate

Date

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