

Spring New Resident Assistant (RA) Application

Application Due Date: Wednesday, November 7, 2018 **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(If you are found in violation during the application process, your candidacy will be withdrawn.)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: _____

Current RA's name: _____

If you are interested in a specific community (we offer Global, Multicultural, Substance Free, Quiet, Gender Neutral, and Women's Floors) please indicate that below.

Floor/Community
1.
2.
3.

PLEASE NOTE: These preferences cannot be guaranteed, but will be taken into consideration during placement. RA Placement for the spring is dependent upon skill set, staff fit, and open positions.

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

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☐ Resume

Please complete a resume and attach it 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.

The Career Development Center (*2nd floor Starbuck Center, 518-580-5790*) is available to help you draft your resume. Feel free to pick up a copy of the Resume and Cover Letter Writing Guide at their office or download them from their website: <http://www.skidmore.edu/career/>.

☐ Reflection Questions

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

1. Why are you interested in joining Residential Life and becoming an RA?
2. The primary responsibility of all RAs is to help build community on their floor and in their building; this takes form through programming, interaction with residents, on-call rounds, etc. What would your ideal floor and building community look like? What steps would you take to help build and foster this community? (*Please be realistic in your approach, as well as creative*)
3. Briefly describe your time management strategies. If you were to become an RA how would you plan on balancing the role with your academics, work, and other co-curricular activities?
4. Coming in mid-year can be a challenge. Please explain some of the obstacles you expect to encounter, and how you believe you can overcome them.

☐ 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 a staff member in the Office of Residential Life to schedule an interview. Interviews will take place during the weeks of November 12th – 16th. 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.***

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Please Note:

- Your application will not be considered unless **ALL** materials have been received by the deadline indicated – Wednesday, November 7th, 2018 by 4pm. This includes the Application itself, Resume, Reflection Questions, and Reference Forms completed online.
 - Your hiring would be for the spring 2019 semester only. If selected, and you wish to continue in future academic years, you'll need to complete all the requirements of the 2019-2020 selection process with the **exception of a new application and resume**. You will then be entered into the applicant pool with all applicants.
- ☐ Please check here if you are also applying for the 2019-2020 selection process.
- All accepted applicants will be required to return to campus in spring 2019 for Residential Life Training on Monday, January 14th 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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