Governors State University Department of University Housing

Resident Assistant Application

For the 2014-15 academic year

Thank you for your interest in becoming a GSU Resident Assistant. Please familiarize yourself with the application process before submitting your materials. If you have any questions, please contact us at housing@govst.edu or 708.235.7110.

Minimum Qualifications

In order to be eligible for the RA position, candidates must:

- Have completed at least two (2) semesters as an enrolled student at GSU or any other institution of higher education with at least part-time enrollment status (at time of employment). Both undergraduate and graduate students are eligible to apply.
- Be enrolled for at least six credit hours per semester
- Maintain at least a 2.5 cumulative grade point average and a 2.5 semester grade point average.
- Maintain good student conduct standing.
- Must have a passion for serving the GSU Community.
- Candidates must be available to reside on the GSU campus for the entire 2014-2015 Academic Year. Candidates who will not be present on the GSU campus for both the Fall 2014 and Spring 2015 semesters (due to December 2014 course completion, study abroad, internship or any other reason) are not eligible to apply for an RA position.
- Pass a criminal background and judicial history check

Compensation

- Free room in a four-bedroom single occupancy apartment (value of \$3,708 per semester)
- \$500/semester on myONECard to be used for purchases wherever the myONECard is accepted
- Additional stipend for work done during breaks

Information Sessions

To be eligible to apply for the RA position, **every candidate must attend one of the following information sessions**. Please indicate which session you attended or plan to attend by marking the appropriate box below. If you are unable to attend any sessions, you must contact housing@govst.edu in advance of the information sessions to inquire about alternate arrangements. **Please note that alternate arrangements are not guaranteed.**

	Wednesday, October 9 th from 11:30am -12:30pm, Cafeteria Annex
Information Session	Thursday, October 10 th from 3:30-4:30pm, Cafeteria Annex
Attendance	Tuesday, October 29 th from 6:30-7:30pm, Cafeteria Annex
	Thursday, November 14 th from 3:30-4:30pm, Cafeteria Annex

Application Submission Instructions

A completed application packet includes this application and required essays, three references, cover letter and résumé. Two of the three references must be from someone at GSU or your prior institution (if you are a new transfer student). The cover letter and resume must be professional and in correct format. The cover letter will explain your interest in becoming a Resident Assistant and briefly relate your own skills and experiences to the "Roles and Responsibilities" of an RA found on the University Housing RA webpage. For assistance with a cover letter or resume, please contact the GSU Career Services at 708.235.3974 or career@govst.edu.

RA Group Process & Individual Interview

Candidates who have met all the listed criteria will be contacted in January to attend a group process interview that will be held in February. In addition to the group process interview, each candidate will be required to attend an individual interview. Individual interviews will be held the week of March 3rd-7th.

SECTION I: APPLICANT INFORMATION (please write legibly) Name _ Nickname____ Last First MI Gender GSU Email Address_____ Cell Phone () _____ Permanent Address Home Phone () Present Classification: Undergraduate_____ Graduate____ How many semesters have you completed at GSU? _____ Cumulative GPA Anticipated Graduation Date *You must hold a cumulative GPA of 2.50 or higher at the time of the application and employment **AVAILABILITY** Are you available to work during the break periods? Please check all that apply: ___Early arrival (Beginning August 10, 2014) ____Winter Break (Dec 8, 2014-Jan 18, 2015) ____Spring Break (March 15-March 22, 2015) ____Summer Break (May 11-May 17, 2015) **ACTIVITY INFORMATION** Please indicate any organizations or activities that you plan to be involved in during the 2014-15 academic year. Please note the time commitment required if you plan on continuing this activity while being an RA. Organization/Activity Leadership Position Hours/Week **Candidate Communication and Questions**

The Selection Committee will communicate with applicants via their GSU email address.

ESSAY

Please respond to the following questions on a separate piece of paper. Limit your responses to a total of two (2) pages.

- 1. Why do you want to serve as a Resident Assistant and how will you use your skills and talents to have a positive impact on the lives of resident students?
- 2. Recognizing that our residential community will be rich in diversity (cultural, religious, racial, sexual orientation and gender diversity- to name a few), how would you foster a community that recognizes and appreciates these differences?

REFERENCES

Please provide the attached reference form to three people who will serve as your references. An ideal reference is someone who can highlight your abilities as they relate to the Resident Assistant position. It is recommended that at least two of the three references come from the GSU community or your previous institution (if you are a new transfer student). Family members and relatives MAY NOT complete the reference form for you. Please note that you will collect the reference forms in sealed envelopes and return them with your completed application. References should not return the forms directly to the Department of University Housing.

Thank you again for your interest in the Resident Assistant position in the Department of University Housing. Please return completed application packet by 5:00pm on December 6, 2013 to University Housing.

For more information: http://www.govst.edu/housing or 708.235.7110

Governors State University

Department of University Housing

Resident Assistant Application

For the 2014-15 academic year

FOR THE CANDIDATE

RESIDENT ASSISTANT APPLICANT REFERENCE FORM

Student Name					
Last	First		MI		
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NOTE TO REFERENCE					
The above referenced student is applying to become University Department of University Housing. As serves as a peer mentor and leader in the residence halls by fostering community, provisafety and security of residents. This reference applicant has the qualities and experiences that we Assistant. Applicants are selected on the basis of responsibility, leadership experience, passion for Specific qualifications include strong interperson to be an academic and personal role model (2.5 Courrent disciplinary action). Please return your envelope sealed with your signature. Reference's Rate Please rate this candidate on the indicators listed	A Resident Ass dence hall. Reviding support form is designable him f their concern a serving the Gala skills, leade GPA at time of completed ref	As enhanced and being med to help used for and ability or her to be for and ability of application application for the form	attentive the qualicattentive the successfulty to relate ity and over ence and point of the appropriate to the appropriate ity and the appropriate ity and employed to the appropriate ity and employed to the appropriate ity and employed to the appropriate ity and employed the ity and employed the appropriate ity and employed the appropriate ity and employed ity	rofessional ty of life in o the healt e whether the il Resident to others, s rall maturit otential, and ownent and n plicant in a	n the h, he ense of y. I ability
Personal Traits	Excellent	Good	Fair	Poor	N/A
Poise, openness, pleasantness					
Sound decision making, open-mindedness					
Integrity					
Acceptance of cultural and lifestyle differences					
Comments:					

Social Skills	Excellent	Good	Fair	Poor	N/A							
Cooperativeness (positive attitude, supportive, teamwork)												
Communication (written and oral self-expression, listening)												
Responsibility (dependable, accurate, conscientious)												
Assertiveness (ability to deal with conflict, tact)												
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Address		Pho	one #				
Relationship to the applicant							
How long have you known the applicant							
Evaluator's Signature		_ Dat	te				

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