Mission, Vision, Values

Our mission is to foster the academic, cultural, intellectual, personal, and social development of students living in the residence halls, while encouraging and supporting each other’s development. We work in partnership with others to continually improve our services and create a safe and inclusive, multicultural residence hall community.

To accomplish our mission, we work as academic support staff, administrative assistants, administrators, educators, graduate and undergraduate resident staff, Coordinators of Residence Education, Resident Directors, Michigan Learning Communities program staff, hall assistants, office coordinators, researchers, secretaries, student desk staff, and thespians.

We are dedicated to . . .

Effectively serving and working with residence hall students, staff and faculty of diverse backgrounds and viewpoints.

Encouraging students to take responsibility and challenge themselves to grow and to support each other’s growth.

Provide a safe environment, one that promotes both physical and emotional well-being.

Provide linkage and access to services both within and beyond Housing.

Supporting the academic and educational mission of the University by providing opportunities for learning within and beyond the classroom, bringing learning into the living environment.

Work toward a common vision and aspirations for the quality of life of the residence hall community.

We believe that it is important to . . .

Be people of integrity, be honest and ethical | Be treated as partners in a workplace that provides support through flexible scheduling and compensation that matches the effort, skills and knowledge that our work requires | Clearly articulate policies, procedures, and roles | Communicate openly and inclusively | Exercise freedom of thought and opinion in a spirit of mutual respect | Keep an open mind | Make informed decisions based on evidence | Lead by example | Meet students’ needs while respecting the needs of others | Provide human interaction and practice compassion | Respect others and show it | Take pride in our work | Take responsibility for our actions | Trust and be trustworthy | Uphold the standards of our profession and the Living at Michigan Credo | Work as members of the same team, University Housing.
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About Residence Education

Community Development Model

A key expectation of all Residence Staff (Resstaff) positions is that we will support residents and colleagues in their efforts to co-create positive, inclusive and diverse communities. The primary tool for accomplishing this mission is the Community Development Model (CDM).

This model centers on the following tenants and as Resstaff members, our role is to:

- **Get to know every resident very well.** Student staff members are responsible for building relationships with all of their residents. (This extends well beyond just name, major and hometown.)

- **Assist residents in getting to know each other.** Residents should be offered and encouraged to find creative ways of getting to know each other. Staff play the role of facilitator in this process.

- **Assess the needs of the community.** Based on the strong relationships staff have developed with residents, staff need to identify both spoken and unspoken needs of their residents. (Example: Spoken: a resident talks about not knowing how to study for exams...Unspoken: people are stressed about midterms and you notice this because they are staying up all night studying, when they normally are relaxing.)

- **Develop activities to address the needs that have been identified.** Staff creates specific community building activities that respond to the needs of their residents. (Example: A lot of residents have told a staff member that they like to play videogames, so the staff member holds a videogame tournament in the lounge. For those individuals whom are noticed to stay up all night studying and are stressed, a community building activity could be put together on “How to Study Effectively”.)

- **Assist residents in taking ownership of their community.** Staff empower residents to join in creating community building activities and promote their involvement in building their collective community. (Example: A resident comes to a Resident Advisor and says “Hey I really think we should have a trip to the movie at the Michigan Theater next week then go to Ben & Jerry’s.” Instead of the Resident Advisor organizing the entire event, they then might say, “That is a great idea. How about you and I work on that together and get residents to go? We can also put up publicity for it.” Another way may be for staff to empower residents to design and complete community bulletin boards, birthday grams, door decorations, etc.)

After reading the above responsibilities, we encourage you to think seriously about how you might go about building a diverse and inclusive community in which you are able to accomplish each area listed above.

Based on our experiences in the residence halls, we believe that it is only through physical and emotional presence in the community that you will be able to successfully accomplish the Community Development Model. So, we encourage you to explore the variety of ways you will be able to connect with your residents, building staff and colleagues.

Creatively examining how to really know others and then act on that knowledge is at the heart of Residence Education.
**General Expectations**

- Follow the University Housing Mission, Vision, and Values.
- Seek to be a role model for residents in professional, academic and personal behavior.
- Demonstrate a commitment to building community in the residence halls. For additional information on our philosophy, please review the Community Development Model (see above).
- Be available to residents, which will include guidelines around time away from the building and outside work and activities.
- Model a commitment to multiculturalism and social justice.
- Engage in positive interactions with fellow staff members.
- Protect the rights of the community by consistently enforcing Community Living Standards.
- Be available for training, staff meetings, planning and implementing programs, and personal interaction with residents.
- Attend and successfully complete the Resstaff class. All Resident Advisors, Diversity Peer Educators, Diversity Peer Educator Assistants, and Peer Academic Success Specialists must complete this course.

**In addition, all Resident Staff members will be expected to:**

- Attend and fully participate in fall training (approximately 2.5 weeks prior to the hall opening in the fall term), supervisory meetings, staff meetings, required in-service training seminars, duty/on-call responsibilities, Winter training and other training commitments.
- Maintain a standard of personal conduct commensurate with his/her responsibilities.
- Maintain establishment of primary residence in the assigned room, suite, or apartment.
- Perform the duties and meet the expectations described for their Resstaff position.
- Work through final week of each term and may leave on the day following closing as outlined in their Letter of Appointment. Also, Resstaff are required to return to the residence halls the day the hall opens winter term.
- Not hold elected offices or chair committees on any of the following organizations: Residence Hall Association (RHA), Hall Councils, and Multicultural Councils. These organizations are intended to provide other opportunities for leadership development for students. Extracurricular commitments may not exceed 10 hour per week.
- Participate in periodic performance evaluations throughout the year with feedback being provided by residents and supervisors.

**During the term of appointment, Resstaff shall not, except by prior permission from their supervisor(s):**

- Register for fewer than 8 (undergraduates) or 6 (graduate students) credit hours per term. Staff should also not register for more than 18 credit hours per term. Doctoral candidates need only provide proof of enrollment.
- Accept any other employment. If permission is granted by your direct supervisor, employment must be kept to a maximum of 10 hours per week.
- Hold more than one major campus activity post; this cannot exceed 10 hours per week.
Time Commitments

Meetings
Monday evenings, 6:00-8:00 PM are reserved for regularly scheduled building staff meetings. Staff members are required to be available and should make no academic or other commitments for this time. In addition, all specialty staff have additional regularly scheduled staff meetings. Resstaff members are required to attend all staff and special meetings called by their supervisor or the Department of Residence Education during the academic year. Pre-scheduled examinations are excused absences, but notification must be given to supervisor.

Vacations and Breaks
Residence halls remain open during the Fall Break, Thanksgiving and Spring Break periods and duty coverage is required. Resstaff members may remain in their rooms during these times. All residence halls are closed during Winter Break (the period between the end of Fall Term and the beginning of Winter Term). Resstaff members may not stay in their rooms during this period due to security concerns and, consequently, must make other housing arrangements.

Accessibility and Time Away
To ensure accessibility to residents, Resstaff members will be required to restrict time spent away from the building. In addition to breaks and holidays outlined in the Letter of Appointment, Resstaff are allowed to be away from the hall a maximum of 3 weekends per term and must have all absences pre approved by their direct supervisors. Requests for additional time off will be evaluated on individual basis.

Appointment Start and Move-in Dates
All Resstaff appointments begin towards the middle of August and end immediately after Winter term closes, buildings are completely closed, and all paperwork has been completed. These dates will be specified on the Letter of Appointment.
**Compensation**

Restaff appointments are live-in positions with room and board provided. As fully participating members of the community, staff will demonstrate a commitment to residents by viewing the hall as their primary place for meals and residence, and participating in social and educational activities. Compensation will differ depending on the Resstaff position. Additional information about stipend amounts and other compensation can be found under the Resident Staff Position Descriptions.

<table>
<thead>
<tr>
<th>Resstaff Position</th>
<th>Room</th>
<th>Board</th>
<th>Stipend</th>
<th>Hourly Compensation</th>
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<tbody>
<tr>
<td>Adelia Cheever Program RA</td>
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<td>Community Assistant</td>
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<td>Diversity Peer Educator Assistant</td>
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<td>First Year Experience RA</td>
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<td>Global Scholars Program RA</td>
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<td>Health Science Program RA</td>
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<td>Henderson House RA</td>
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<td>Honors RA</td>
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<td>Living Arts RA</td>
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<td>Lloyd Hall Scholars RA</td>
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<td>Michigan Community Scholars Program RA</td>
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<td>Michigan Research Community RA</td>
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<tr>
<td>North Quad Theme Community RA</td>
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<td>Peer Academic Success Specialist</td>
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<td>Resident Advisor</td>
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<td>Sophomore Year Experience RA</td>
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<td>Women in Science and Engineering Residence Program RA</td>
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*Room and Board values: RA, PASS, DPEA = $11,000 DPE= $13,000*
Staff Class (UC421)

Goals and Purpose
Resstaff and Michigan work with residents to build, develop, and nurture supportive and stimulating multicultural communities. Resident Advisors, Diversity Peer Educators, Diversity Peer Educator Assistants and Peer Academic Success Specialists (and alternates) take this course to provide them with the foundations, both intellectual and social, to work toward this goal. UC421 is a small group dialogue based course that is co-facilitated by professional staff in Residence Education or the Division of Student Affairs and current resstaff. We use readings, large group presentations, classroom exercises, and practical experiences. The information you will take away from this course will be with you for the rest of your life; no matter what work you do or where you live. The following four areas highlight the emphasis of the class:
- Identity development
- Building inclusive communities
- The role of power and privilege in intergroup relations
- Being an ally for all residents

M-Portfolio UC421
In UC421 students develop an electronic portfolio that is successfully being used for graduate school admission and job seeking because it provides a rich depiction of a student’s college accomplishments. See http://mportfolio.umich.edu/index.html for more information. The portfolio includes examples of learning and accomplishments in courses, community work, research experiences, and out-of-class leadership experiences. Students who have created these portfolios have found the process very valuable for making sense of what they have learned at U of M. They also report that the portfolios have given them a clear advantage in the job market and admission to post-college educational programs.

Basic Course Requirements
Students taking the class must:
- Complete all reading and writing assignments on time
- Actively participate in the small group meetings
- Attend two one-on-ones with facilitators
- Actively participate in three Sunday night large group meetings

Basic Course Information
Who is in the class – All candidates who receive a status letter stating they have been hired as a Resident Advisor, Diversity Peer Educator, Diversity Peer Educator Assistant or Peer Academic Success Specialist position or who have been placed in the alternate pool for these positions are required to take the class. We are currently working on a unique class experience for Community Assistants (CAs).

How to register – Newly hired staff will register for UC421, Section 024. Information and instructions to register for this class will be provided at the time of hiring in January. When registering for winter term during December, pay close attention to the schedule listed and your course load to accommodate this class. The class can be taken for 0 credits or 2 credits.

Successful completion – In order to retain your status as a staff member or as an alternate, you must successfully complete the class.

What is the attendance policy? – Attendance is required at all class sessions and activities. Attendance will be taken at all sessions.
Can I change sections? – You will be placed in a section based on the times you give us. We will attempt to make changes if prior to the first small group meeting. We cannot guarantee changes, as some of the sections may be full. After the first meeting, no changes will occur.

What is a large group? – Large group is a time for all students in the class and facilitators to come together. Large group sessions include speakers, community scenarios; an experiential activity that allows you to practice what you’ve learned thus far, a movie night and other topics relevant to the course.

What is a small group? – Small group is a time for you and about 15 people to come together with facilitators to discuss, share, and experience issues of multiculturalism, community, conflict and communication. This time is the heart of the course with you as the learner and the teacher.

If you have questions regarding the staff class, please email any questions to resedstaffclass@umich.edu.

Professional Staff Class
Similar to our paraprofessionals, our full-time staff need to explore these issues in context of their own work and social justice journeys during a similar course. New professional staff commits three hours a week for their own ten-week course/seminar.

Financial Aid & Health Insurance

Financial Aid
University Housing will notify the Financial Aid Department of your staff appointment. If you receive any financial assistance from any governmental or University sources, we strongly recommend you consult with a Financial Aid Counselor to identify the potential impact this position will have on your financial aid award.

Health Insurance
The compensation provided for each position is listed with each job description. University Housing does not provide any health care coverage for Resstaff positions.

Students must make all health insurance arrangements on their own. A health insurance policy is offered through the Michigan Student Assembly with premiums paid directly by the covered student.
Eligibility

All Applicants

The GPA requirements must be met at the end of Fall Term **AND** at the end of the following Winter Term. Candidates who fail to meet the minimum GPA requirements will not be eligible to continue in the selection process. New hires who fail to meet these requirements at the end of Winter Term will no longer be eligible for a staff position. Incoming transfer students will be asked to present their transcripts from previously attended institutions.

Housing Student Conflict Resolution, Housing Student Employment Work Record, University Records, and Office of Student Conflict Resolution records will be checked to determine if an applicant is eligible to be hired for a staff position.

It is the responsibility of the applicant to notify Joshua Peipock, Assistant Director of Residence Education and Area Coordinator, South and West Quadrangles, at peipock@umich.edu regarding any special circumstances (e.g. incompletes, grade changes, etc.) that may influence your cumulative GPA.

Resstaff members are expected to meet minimum academic requirements throughout their Resstaff employment. Exact dates of employment are outlined in the Letter or Appointment (LOA).

Undergraduate Applicants

**Resident Advisor, Diversity Peer Educator, Diversity Peer Educator Assistant, Peer Academic Success Specialist, Michigan Learning Community Applicants**

All undergraduate applicants must achieve the following by the end of the Fall Term:

- Completion of at least 3 terms of full time enrollment on a college or university campus (not including spring or summer terms)
- Completion of 36 credit hours of course work, completed on a college or university campus (not including advanced placement credits)
- Minimum previous term and cumulative GPA of 2.5 without rounding
- The Residential College will be consulted for confirmation of academic good standing for all Residential College applicants
- Successful completion of UC421

Courses selected as pass/fail or credit/no credit will be counted only toward meeting the 36 credit hour requirements; they will have no impact on GPA.

**Community Assistant Applicants**

All undergraduate applicants must achieve the following by the end of Fall Term:

- Minimum previous term and cumulative GPA of 2.5 without rounding.

Graduate and Graduate Level Professional Degree Applicants

All applicants in graduate programs or graduate professional degree programs must achieve the following by the end of Fall Term:

- Minimum term and cumulative GPA of 5.0 on a 8.0 scale, or 5.5 on a 9.0 scale (both without rounding)
Assistance for Candidates with Disabilities

Students with disabilities who require assistance or special arrangements in carrying out any candidate functions should contact the Resstaff Selection chairs at resstaffselectionchairs@umich.edu at least one week before the appropriate application deadline.

Off-Site Candidates

For those who fall into one or more of the following categories during the Centralized Staff Selection Process:
- Not-yet-enrolled as a graduate or undergraduate transfer student living more than 30 miles from Ann Arbor
- Currently studying abroad

Off-site candidates have the following options:

- If you meet all eligibility requirements, can make all deadlines and attend all required interviews, sessions, and staff class, you will be considered for positions being filled during the Centralized Staff Selection Process

  OR

- If you do not meet all eligibility required sessions, interviews and staff class, your application will be placed in the Late Pool

Late Applications and Vacancies

Late applicants are placed in the late pool and will only be considered for positions which are available at the end of the centralized Staff Selection Process. Vacancies often occur after the formal selection procedure has been completed. When vacancies occur, hiring supervisors must first select candidates from the alternate pool. Candidates in the late pool will be considered only when the alternate pool has been exhausted.

Study Abroad

If planning to study abroad during the academic year, you can still apply. Please follow the procedures outlines below:
- Complete the online application instructions and procedures as indicated in this guide
- Contact one of the committee chairs to talk about the process at resstaffselectionchairs@umich.edu
- Applicants will receive their screening interview during the Fall semester. At that time, please make it known to your interviewer which semester(s) you will not be enrolled at Michigan. This information will have no bearing on your hiring status.
Application Process

Timeline
All specific dates for the application process and deadlines will be posted on the Housing website when they are determined.  http://housing.umich.edu/student-employment/residence-education-positions

Note: All residence staff applications are for the next academic year.

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>OCTOBER</td>
<td><strong>Informational sessions (8:30 pm – 9:30 pm)</strong></td>
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<tr>
<td></td>
<td>Pierpont Commons, East Room</td>
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<tr>
<td>Oct 3rd</td>
<td>Stockwell Hall, Grand Lounge</td>
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<td>Oct 5th</td>
<td>Trotter House, Lounge</td>
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<td>Oct 6th</td>
<td>West Quad, Wedge Room</td>
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<td>Oct 7th</td>
<td>West Quad, Wedge Room</td>
</tr>
<tr>
<td>Oct 10th</td>
<td><strong>Sign-up for Shadowing Experience</strong></td>
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<tr>
<td>Oct 11th – Oct 14th</td>
<td>Shadowing Experience</td>
</tr>
<tr>
<td>Oct 20th</td>
<td><strong>Online Application</strong></td>
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<tr>
<td>NOVEMBER</td>
<td><strong>Online Application Due (by 5:00 pm)</strong></td>
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<tr>
<td>Nov 8th</td>
<td>Email notification of status in the hiring process</td>
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<tr>
<td>Nov 17th</td>
<td>Interviews</td>
</tr>
<tr>
<td>Nov 29th – Dec 14th</td>
<td>Interviews</td>
</tr>
<tr>
<td>DECEMBER</td>
<td><strong>Final Email Notification for Winter 2011 positions and Fall 2011/Winter 2012 positions (pending Grade checks in January)</strong></td>
</tr>
<tr>
<td>Dec 22nd</td>
<td><strong>Complete the UC 421 staff class</strong></td>
</tr>
<tr>
<td>JANUARY ONWARD</td>
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</table>

Shadowing Experience
All Interested applicants will need to complete the shadowing experience in order to be an eligible candidate. Depending on your 1st position preference, applicants will sign up to shadow a current staff member for 1-2 hours. After the Shadowing experience, applicants will write a reflection on the experience with guiding questions. This reflective essay will be submitted with the application. The Shadowing Reflection Essay questions will be available at the time that Shadowing begins.

References
Interested applicants may need to submit 2 references. Information on who must submit references, the submission process, and what references are eligible will be available when the application goes live in late October.
**Essay Questions**
Essay questions will be available late October. If you apply for a Diversity Peer Educator/Assistant or PASS position you must complete the additional required essays as well.

**Online Application**
Prior to completing the online application, you must have completed the shadowing experience. Please have your Shadowing Reflection Essay, additional essays and references completed and typed before proceeding to the online application. You will not be able to go back to your application to make adjustments once your application is submitted.

**Interviews**
If you indicated interest in the Diversity Peer Educator, Diversity Peer Educator Assistant, Peer Academic Success Specialist, or Michigan Learning Community Resident Advisor position, you may be contacted for an additional interview. These interviews will be conducted the week after the traditional interviews.

**Alternate Pool**
Being placed in the alternate pool means there are more qualified applicants than vacancies available for hire.

The alternate pool is the first category of students to be considered for any openings that may occur in the Resstaff team. Unfortunately, we are unable to predict when, or even if, openings will occur.

Should an opening occur, the hiring supervisor will review all alternate candidates to fill a vacant position.

- Resstaff positions may become available throughout the year.
- Talk to the appropriate Hall Director or community center manager for more information.
- Alternate Pool applicants are required to participate in the UC421 staff class.

**Late Pool**
Late Pool applicants will only be considered for positions which are available at the end of the centralized Staff Selection process. Vacancies often occur after the formal selection procedure has been completed. When vacancies occur, hiring supervisors must first select candidates from the Alternate Pool.

Candidates in the late pool will be considered only when the Alternate Pool has been exhausted. Traditionally, late pool candidates are not hired until late summer or once the academic year begins. Applications submitted after the Online Application Deadline will be placed in the late pool.

**Grievances**
Candidates who feel they have not been treated in accordance with the stated policies, procedures, or criteria for a specific area or position, can file a written grievance within five (5) work days of the occurrence precipitating the complaint. The written grievance should be sent to Joshua Peipock, peipock@umich.edu, Assistant Director of Residence Education and Area Coordinator, South and West Quadrangles.

**Questions**
Please e-mail resstaffselectionchairs@umich.edu or call (734) 647-1930. Hiring Supervisor Contact information is also available under the respective position descriptions.
Residence Staff Position Descriptions

Residence Staff
Community Assistant | CA

Introduction
The Community Center is at the heart of each residence hall, a place where students gather, meet peers, share good news and ask for advice. It is also seen as a center point for quality service, direction, resources and help. Key responsibilities of the community assistants involve providing excellent quality service and supporting students, staff, and visitors in the residence hall. Community Assistants help students and others who come to the community center. Supervision is provided by the Community Center Manager in partnership with the Hall Directors.

Time Commitment
Community Assistant student staff can expect to work various hours across seven days a week that insures that the community center is open to the community. This includes working evening and weekend shifts as well as during some of the breaks such as Fall Break, Thanksgiving Break, and Spring Break. Generally students can plan to work approximately 12-15 hours per week. Actual hours may be more or less depending on the needs of the community center and the staff member’s availability. Employment will begin in mid-August and end within the first week of May.

Responsibilities
- Work in a manner that enhances a supportive community by getting to know residents, both individually and collectively, address the needs of residents, and help with community building to meet the needs of the community.
- Model a commitment to multiculturalism and social justice by creating and fostering a community in which all individuals are respected.
- Demonstrate team-supportive behavior for successful staff and building teams.
- Provide excellent quality service related to:
  - Answer phones and respond to inquiries with quality service skills to include follow-up with the caller as necessary.
  - Take pride in serving as a resource for all inquiries.
  - Sort and distribute mail and packages to students per provided guidelines.
  - Problem solve as needed to reach desired outcome.
  - Manage confidential information in a secure and sensitive manner.
  - Learn effective operation of any university owned equipment.
  - Follow proper procedures set by Housing Security Supervisors regarding the ONITY key-card security system in distribution of key-cards during room check-in/check-out and lock-outs.
  - Attend to detail in all administrative functions and follow through to insure appropriate completion.
- Model personal behavior that is consistent with the Residence Education values, Community Living Standards, Statement of Student Rights and Responsibilities, and all state and federal laws.
- Comply with University of Michigan, University Housing, and Residence Education policies and procedures.
- Build community and promote awareness at the Community Center.

Compensation
Space in a double occupancy room, with the option to choose your roommate.

Contact Information
Resstaff Selection Chairs | resstaffselectionchairs@umich.edu
Diversity Peer Educator | DPE

Introduction
The Diversity Peer Educator is hired and trained by the Director of Multicultural Programs to assist the Hall Director(s) (Hall Director) with administrative task, advising, and program structure and crisis management assistance to staff and students of color and those who are marginalized in their identities and social memberships. The Diversity Peer Educator also directs the growth and development of the Diversity Peer Educator Assistant position in halls where applicable. Supervision of the position is by the Director of Multicultural Programs and the Hall Director of the represented building. In alignment with the mission of Residence Education the overall purpose of the position is to assist in the development of a community that is socially just and comfortable for students of color and those who are marginalized in their identities and social memberships.

Time Commitment
30 hours per week.

Responsibilities
- Assist the Hall Director in the planning and implementation of required training and development.
- Preparing reports as required by the program director and the Hall Director.
- Assist in conflict resolution related to social justice and diversity concerns within the residence hall community.
- Assist in the use and scheduling of the Multicultural Lounge.
- Work with other Resstaff to provide academic and personal advising to assist students of color in making academic and personal decisions that are consistent with their life goals.
- Advise and support the multicultural organization in developing and coordinating of programming for the residence hall.
- Plan and implement a minimum of one cultural program per month for residents and staff.
- To serve as a liaison to student organizations and offices that strive to end social oppression and injustice.
- Maintain 4 hours of open office hours.
- Serve as an advocate for students of color and marginalized individuals and groups in the residence hall.
- Maintain communication with other Resstaff in accessing needs of residents and maintaining awareness of needs to build a community that is safe and welcoming.
- Participate in weekly building staff meetings.
- Work designated hours and plan events for the Community Center and other responsibilities as determined by the hall leadership team.
- Build Community and promote awareness at the Community Center.
- Apply in order to be considered for a student staff facilitator position of the UC421 Social Justice class.

Special Qualifications
Previous Resstaff experience or extensive experience working with students of color and student organizations.

Compensation
100% room and board and a stipend of $2,775.

Contact Information
Robbie Townsel | Director of Multicultural Programs, Diversity Peer Educator Program |
1500 Student Activities Building Ann Arbor, MI 48109-1316 | Phone: (734) 763-3161 or rmdye@umich.edu
Diversity Peer Educator Assistant | DPEA

Introduction
The Diversity Peer Educator Assistant is hired and trained by the Director of Multicultural Programs to assist the Hall Director with building administrative task, advising, educational programming and crisis management assistance to staff and residents. The position is jointly supervised by the Director of Multicultural Programs and the Hall Director. There is also a direct responsibility to assisting the Diversity Peer Educator in their building.

Time Commitment
20 hours per week.

Responsibilities
- Establishing ongoing communication with, and being accessible with students of marginalized identities.
- Assist the Diversity Peer Educator in the leadership of the multicultural council.
- Advising students on academic and personal concerns, and making referrals to other units.
- Assist in conflict resolution pertaining to social justice and diversity concerns within the residence hall community.
- Maintain open and continuous communication with the Diversity Peer Educator regarding events or conditions that may impact the community.
- Interface with student of color organizations as a resource and conduit of information.
- Maintain at least 4 hours of open office hours.
- Attendance at weekly building and Diversity Peer Educator staff meetings.
- Assist in the education of students and staff to understand differences around social identities.
- Prepare monthly reports to be shared with the Director of Multicultural Programs and the Hall Director.
- Participate in weekly building staff meetings.
- Work designated hours and plan events for the Community Center and other responsibilities as determined by the hall leadership team.
- Build Community and promote awareness at the Community Center.

Compensation
100% room and board.

Contact Information
Robbie Townsel | Director of Multicultural Programs, Diversity Peer Educator Program |
1500 Student Activities Building Ann Arbor, MI 48109-1316 | Phone: (734) 763-3161 or rmdye@umich.edu
Henderson House Resident Director

Introduction
The Henderson House Resident Director has administrative and counseling responsibility for a cooperative house with 30 female residents; this Resident Director reports directly to the Board of Governors.

Time Commitment
30 hours per week. This appointment runs from July 1st to July 31st of the following year.

Responsibilities
- Supervising all aspects of facility management, food service program and occupancy; keeping operation within annual budget.
- Holding weekly meetings with individual residents and/or groups; advising house president.
- Interpreting and implementing University, Board of Governors & University Housing policies & procedures and exercising appropriate disciplinary measures as needed.
- Recruiting, interviewing, orienting and advising residents; maintaining provision of resident leases.
- Attending all Board meetings & Board-related committee meetings, and providing a report for all Board meetings.

Special Qualifications
Graduate students with previous supervisory experience preferred; will also consider other students with comparable life experience.

Compensation
Twelve month room (resident apartment) plus board (meal plan and open kitchen) during Fall and Winter semesters when university classes are in session. Stipend of $6,000.

Contact Information
Angela Chih | Henderson House Resident Director | ahchih@umich.edu
Sarah Olson | Henderson House Board President | olsons@dteenergy.com
http://www.housing.umich.edu/node/410
Peer Academic Success Specialist | PASS

Introduction
Peer Academic Success Specialists (PASS) are responsible for linking residents, Resstaff and building organizations to appropriate academic support resources, both within the residence hall and in the University community, with an emphasis on technology-enabled support services. They are responsible for establishing the Community Learning Center (CLC) as the hub of scholarly community in the residence halls. The Peer Academic Success Specialist will act to support all residents, but would pay particular attention to the students’ needs in transitioning to college, stemming from their social identities, and arising from uneven access to learning technologies. Peer Academic Success Specialists provide advice, information, and programs in support of academic activities and integrative learning, that is, connecting in-class learning with co-curricular learning. Peer Academic Success Specialists are co-supervised by the Academic Advising Coordinator and the Hall Director (Hall Director).

Time Commitment
20 hours per week (including at least 6 regular office hours in the Community Learning Center [where available] per week, weekly building and Peer Academic Success Specialist staff meetings, and serving at the Community Center).

Responsibilities
Academic support programming (35%)
- Assessing the educational needs of residents and incorporating the assessment into the design, delivery and evaluation of educational programs and services, often with a technology component, for residents and staff.
- Educating residents about academic success strategies and skills, time management, academic integrity, information and technology literacy, and stress management.
- Interfacing with various campus partners in providing virtual academic consultation services in the Community Learning Centers.
- Collaborating with the Resstaff to enhance the academic experience of the residents.

Academic support advising and consultation (40%)
- Referring students to appropriate academic resources, services, special academic programs, and related learning technologies.
- Working with living-learning program staff to incorporate appropriate technology education into residents’ learning experiences.
- Serving at the Community Center with a focus on getting to know residents and building community.
- Orienting residents to the learning technologies available in the Community Learning Center and their use in support of their studies.

Planning and development (20%)
- Employing creative communication strategies to inform residents and Resstaff of strategies, resources and programs supporting academic success.
- Assisting the Hall Director in the planning and implementation of required staff training.
- Attending staff meetings as scheduled by professional staff.
- Developing 2-week plans.

Administrative tasks and communication (5%)
- Monitoring accounts daily to check for electronic mail and conference activity.
- Compiling monthly reports of statistics and activities.
- Participating in the student Resstaff selection process.
- Other duties as assigned by the Academic Advising Coordinator or Hall Director.
Special Qualifications
Graduate students and seniors are encouraged to apply; however all qualified applicants will be considered. Knowledge of the student development issues relevant in a complex technological and social environment including: information technology and social identity, accessing and evaluating information resources, emerging forms of scholarly expression using technology. The successful candidate may not be well versed in each of these areas, but may specialize in one or more.

Compensation
100% room and board.

Contact Information
Martha P. Kirpes, Ph.D. | Academic Advising Coordinator, LSA Newnan Academic Advising Center | 1255 Angell Hall | Phone: (734) 615–3002 or mpkirpes@umich.edu
Resident Advisor | RA

Introduction
One of the key responsibilities of Resstaff is Community Building. Community Building means getting to know your residents and fellow staff members, both individually and collectively, by investing time and energy into activities and events that will help facilitate the development of positive and meaningful relationships. The Community Development Model is in place to assist staff with:

- Getting to know residents;
- Helping residents get to know each other;
- Assessing and addressing the needs of residents;
- Developing community building activities to meet those needs; and
- Encouraging residents to take ownership for the community.

Resident Advisors are responsible for assisting the students on their corridor, floor and throughout the building. They are directly co-supervised by the Hall Director and the Community Center Manager.

Time Commitment
20 hours per week.

Responsibilities

- Building community in the residence hall by participating and encouraging casual social interaction, planning and implementing social programming and demonstrating consistent availability and accessibility to residents.
- Modeling a commitment to multiculturalism by creating and fostering a community in which all the individuals are respected, while continuing to educate both residents and staff members on issues of social identity and multiculturalism.
- Planning and implementing both social and educational programs, while encouraging resident participation in the community.
- Meeting on-duty responsibilities as designated by the Hall Director, and attending mandatory weekly staff meetings.
- Collaboration with other Resstaff and Building team members.
- Enforcing the Community Living Standards by confronting and documenting violations, while modeling personal behavior that is consistent with the Community Living Standards, Statement of Student Rights and Responsibilities, and all state and federal laws.
- Advising, counseling, and responding to crisis situations, and informing the Leadership team or other resources when appropriate.
- Living-learning and/or specialty floors may have additional or unique responsibilities.
- Build community and promote awareness at the Community Center.

Compensation
100% room and board

Contact Information
Resstaff Selection Chairs | resstaffselectionchairs@umich.edu
Residence Staff in Michigan Learning Communities
(Living & Learning Communities)

Global Scholars Program Resident Advisor | GSP RA

Introduction
The Global Scholars Program (GSP) was developed through the Program on Intergroup Relations and seeks to promote social justice in global contexts through education. Global Scholars Program provides academic courses for its residents that utilize intergroup dialogue techniques to promote interpersonal understanding on social justice issues and video conferencing technology to connect Global Scholars Program residents with students in other countries to engage in intercultural exchange. Global Scholars Program also hosts a monthly lecture series that covers a variety of academic topics. The location of the Global Scholars Program residential program is scheduled to be located in North Quad beginning Fall 2010 (our temporary location is currently in East Quad). Global Scholars Program residents are all sophomores, juniors, or seniors and are comprised of returning, transfer, international, U.S., exchange, and study abroad students. Global Scholars Program Resident Advisors are expected to engage in training to better understand the needs of international, transfer, exchange, and study abroad students. Openness to intercultural exchange is required and familiarity with intergroup dialogue facilitation methods is preferred. The Global Scholars Program Resident Advisors are functionally supervised by the Hall Director and Global Scholars Program Director.

Time Commitment
An average of 25 hours per week.

Responsibilities
- Fulfill all advising, counseling, programming and administrative responsibilities outlined for the Resident Advisor job description.
- Engage in education opportunities to better learn about the community needs of international, transfer, exchange, and study abroad students.
- Attend and participate in Global Scholars Program Student Advisory Board meetings (approximately once a month).
- Provide leadership and mentoring for Global Scholars Program community peer mentors.
- Assist residents with the process of creating and executing their Collaborative Group Projects (CGP’s).
- Attend and take attendance at the Monthly Lecture Series.
- Participate in recruitment events, marketing, and serve as Global Scholars Program liaison to other units.
- Assist the Global Scholars Program Administrative Assistant with the end-of-year Global Scholars Program Symposium and other special event planning.

Compensation
100% room and board, an hourly pay rate of $10 per hour for approximately 5 hours per week (total pay will average $1,400).

Contact Information
Jennifer Yim | Director, Global Scholars Program | 226 Cooley, East Quadrangle 701 E. University | Phone: (734) 936-1875 or jyim@umich.edu | http://www.lsa.umich.edu/globalscholars/
Health Science Scholars Program Resident Advisor | HSSP RA

Introduction
The Health Sciences Scholars Program is a 160-student living-learning program whose students spend their freshman year living together and learning about the range of research and career opportunities in the health sciences at the University of Michigan. Selected second-year Health Science Scholars Program students are invited to return as Peer Advisors and Peer Mentors. As a living-learning program, Health Science Scholars Program provides a unique opportunity for students to learn about the health sciences in a supportive and focused residence hall community. First-year Health Science Scholars Program students:

- Learn about health care and the breadth of opportunities in the health sciences at UM through Health Science Scholars Program’s two-semester core course, UC 105 and UC 106.
- Explore their health science interests through hands-on experiential learning.
- May enroll in First-Year Seminars that focus on the latest research in the health sciences.
- Take advantage of on-site pre-health academic advising.
- Learn from experienced UM students through Health Science Scholars Program’s Pre-Health Peer Advisor and Peer Mentor programs.
- Pursue academic excellence through Peer-Led Study Groups and Health Science Scholars Program’s On-Site Group Study program.
- Focus on successfully making the transition from high school to UM.
- Take the lead in organizing academic and social programs through the Health Science Scholars Program Programming Board.
- Model a strong and culturally diverse residence hall community.

Time Commitment
An average of 25 hours per week.

Responsibilities
Fulfill all of the advising, counseling, programming and administrative responsibilities outlined in the resident advisor position, including:

- Attend all Health Science Scholars Program Programming Board meetings on Monday evenings at 9:15 p.m.
- Meet individually and as a group with Health Science Scholars Program Associate Director, Community Coordinator, & other Health Science Scholars Program Resident Advisor staff.
- Mentor Health Science Scholars Program Peer Advisors and Health Science Scholars Program Peer Mentors in working with first-year students.
- Facilitate a programming area group with Peer Advisors, Peer Mentors and first year students to execute programs.
- Collaborate on and actively promote Health Science Scholars Program community inter-floor community-building events.
- Assist in recruitment and selection of Peer Mentors, Peer Advisors, and Resident Advisors.
- Keep Health Science Scholars Program staff informed of Health Science Scholars Program student needs, interests, and concerns.

This position reports to both the Alice Lloyd Hall Director and the Health Sciences Scholars Program Associate Director.

Compensation
100% room and board and a stipend of $1,000.

Contact Information
Tomas Baiza | Associate Director, Health Science Scholars Program | Alice Lloyd Hall | Phone: (734) 763-6091 or tjoaquin@umich.edu | www.lsa.umich.edu/hssp
Honors Resident Advisor

Introduction
The Honors Program is a four-year program that provides an especially rich and challenging set of academic offerings to talented and highly motivated students in the College of Literature, Science, and the Arts. Through special courses, research relations with faculty, and a vigorous intellectual community that includes Honors faculty fellows, the Honors Program enables students to identify their intellectual interests and to pursue them as deeply and as far as they can.

Time Commitment
25 hrs. weekly (20 resident hall hours weekly with an additional variable five hour LSA Honors Programming commitment).

Responsibilities
Each LSA Honors Program Resident Advisor will be required to fulfill the following responsibilities:

- Conduct variable active academic, cultural, or social programs each semester geared specifically towards Honors Program residence hall activities. This will amount to variable hours weekly attending cultural events, managing study groups, handling Honors feedback sessions, creating programs to be negotiated during our Honors staff activities meeting held monthly as conducted by the Honors Program Coordinator.
- Attend Honors staff activities meeting (tentatively set once monthly on Saturdays from 9 a.m. to 1 p.m.) to discuss Honors community building activities and discuss ways to engage Honors students.
- Fulfill all of the advising, counseling, programming, and administrative responsibilities outlined in the Resident Advisor job description.

This position reports to the South Quad Hall Director and the Honors Program Coordinator. There will be an annual evaluation process in addition to the evaluations mandated by the Housing contract. The term of continued employment in this position is to be met through this LSA Honors Program evaluation, as well as by all the terms mandated by the contract.

Compensation
100% room and board, basic cable, and a cash remuneration of $10.00 per hour not to exceed five hours a week or $750.00 per semester for 15 weeks.

Contact Information
John Cantú | Program Advisor, Honors Program | jcantu@umich.edu | www.lsa.umich.edu/honors
Living Arts Resident Advisor

Introduction
Living Arts is a new living-learning community, to open with 80 students in Bursley Hall on U-M’s North Campus in Fall 2010. The intent of Living Arts is to thoroughly integrate interdisciplinary creative work and joyful learning into the lives of students in the arts, engineering, and other disciplines at U-M. Residents will live and learn in an arts-infused environment without “knowledge silos” – an experience that will provide unparalleled support for creative work and second-nature skills for working across traditional disciplines. In its integration of engineering and the arts in residential education, Living Arts will be the only collegiate living-learning community of its kind in the U-S. Living Arts is a program of Arts on Earth (http://www.artsonearth.umich.edu) an integrative initiative in creative work and learning, directed by the deans of the North Campus units (Architecture + Urban Planning; Art & Design; Engineering; and Music, Theatre & Dance).

Living Arts students begin their residency by taking “Creative Process” (UARTS 250), the course developed by Arts on Earth to acquaint students with creative work in multiple modalities and help them get their creative “sea legs.” Additional programming – to be developed in large part by students working in partnership with faculty, the program director, and residential staff – will include book groups, project working groups and competitions, exhibitions and performances of original creative work, visitors’ talks and demonstrations, study groups, an alumni organization, and other activities designed to maximize students’ success in interdisciplinary creative work.

Time Commitment
25 hours per week, 17 of which would be for the general Resident Advisor role and 8 hours per week for Living Arts activities.

Responsibilities
In addition to fulfilling their hall-wide responsibilities as outlined in the UM Housing’s Resident Advisor job description and contract, each Living Arts Resident Advisor is expected to be actively involved in interdisciplinary creative work, enthusiastic about helping younger students understand how to pursue such work successfully within U-M, and excited about the personal benefits to be derived from participating in Living Arts as a resident advisor and mentor. NB: Living Arts Resident Advisors enjoy a higher Resident Advisor-student ratio than most, with 1 Resident Advisor for every 18 – 20 students (instead of the more typical 1:30-35). This higher ratio enables Living Arts Resident Advisors to devote more high-quality personal attention to students in their charge. Specifically, Living Arts Resident Advisors are expected to:

- Collaborate with students, faculty, the Program Director, and housing staff to develop and implement high-octane programming of all kinds for Living Arts residents.
- Contribute ideas for “spreading the wealth” – helping Living Arts programming benefit students throughout Bursley Hall and the rest of North Campus.
- Collaborate as part of a leadership team to ensure the success and ongoing development of Living Arts.
- Participate actively in all aspects of Living Arts programming.
- Help recruit the following year’s students.
- Participate in providing mentorship training for sophomore Living Arts residents.

Compensation
100% room and board and a stipend of $1,000 for the academic year, and participation in Living Arts programming.

Contact Information
Jean Leverich | Program Director, Living Arts | Phone: (734) 764-9499 or leverich@umich.edu | http://www.livingarts.umich.edu/index.php
**Lloyd Hall Scholars Resident Advisor | LHSP RA**

**Introduction**
The Lloyd Hall Scholars Program curriculum focuses on writing and the arts. All students are required to enroll in a 125 introductory writing class taught by Sweetland Writing Center instructors in the fall term and one other LHSP course in the winter term. Special programs and clubs enhance the curriculum and reinforce learning outside the classroom. LHSP provides an array of classes, workshops, guest speakers and social events. LHSP Resident Advisor’s reside in Alice Lloyd hall and are responsible for assisting students on their floor, in the program, and throughout the building. The Hall Director and LHSP Associate Director provide supervision for the Resident Advisor’s.

**Time Commitment**
25 hours per week, 20 of which would be for the general Resident Advisor role and 5 hours per week for LHSP activities.

**Responsibilities**
In addition to fulfilling their hall-wide responsibilities as outlined in the UM Housings’ Resident Advisor job description and contract, each LHSP Resident Advisor is required to fulfill the following additional LHSP responsibilities:
- Programming; including planning academic support programs, for LHSP students. This would include: writing and arts related programs; community service programs; multicultural programs; cultural programs; social programs; athletic and sports related activities; social events.
- Lead LHSP clubs.
- Fulfill all of the advising, counseling, programming and administrative responsibilities outlined in the Resident Advisor job description.
- Mentoring of LHSP students.
- Recruitment for the following year’s students.
- Keeping LHSP staff informed of LHSP student needs and concerns.

**Compensation**
100% room and board and a stipend of $1000.

**Contact Information**
Charlotte Whitney | Associate Director, Lloyd Hall Scholars Program | Alice Lloyd Hall 100 S. Observatory | Phone: (734) 764-7521, Fax: (734) 764-5312 or lhsp@umich.edu | www.lsa.umich.edu/lhsp
Max Kade German Resident Advisor

Information
The Max Kade German House residential program is located in North Quad. Max Kade House residents will be German-speaking sophomores, juniors, seniors or graduate students and are comprised of returning, transfer, international, U.S., exchange, and study abroad students. The Max Kade Resident Advisor is expected to be fluent in German and to encourage a deeper understanding of German culture and intercultural exchange.

Time Commitment
20-25 hrs. weekly (20 resident hall hours weekly with some additional hours for Max Kade German House programming commitments).

Responsibilities
- Fulfill all advising, counseling, programming and administrative responsibilities outlined for the Resident Advisor job description.
- Establish/maintain strong linkages with faculty and staff members in the Department of Germanic Languages and Literatures to foster academic support for Max Kade German House residents.
- Foster an environment for active learning of German culture and language on a daily basis with the residents by speaking in German on a routine basis and encouraging all types of exchanges and activities to be conducted in German and on Germanic related topics.
- Organize, conduct and assist in advertising the weekly Kaffeestunden.
- Organize and host “film nights” and/or a lecture series on a regularly scheduled basis (for example film night, twice per month or academic lectures once per month).
- Conduct variable active academic, cultural, or social programs in general each semester geared specifically towards the Max Kade German House residence hall activities.
- Run a German table at the applicable dining hall at least once per week.
- Engage in educational opportunities and possible joint collaborative projects with other MLC’s located in proximity to the Max Kade German House MLC (for example, the Global Scholars Program).
- Participate in Campus Day and other recruitment events, marketing, and in conjunction with the Faculty Coordinator for the German Department, serve as liaison to other units.
- Accompany and assist the Faculty Coordinator and house residents on the annual study tour trip to a German speaking country (specific location determined on a yearly basis) and act as a leader and role model.

This position reports to the North Quad Hall Director and the Faculty Coordinator for the Max Kade German House. There will be an annual evaluation process in addition to the evaluations mandated by the Housing contract. The term of continued employment in this position is to be met through this LSA Max Kade German House Program evaluation, as well as by all the terms mandated by the contract.

Compensation
100% room and board, a stipend of $1000 for the academic year, and airfare and lodging for the annual study tour over winter break.

Contact Information
Kate Ballentine | Student Services Coordinator, Max Kade German House | 3311 MLB, 812 E. Washington | Phone: (734) 936-0150 or kecollin@umich.edu | http://www.lsa.umich.edu/german/german/kade
Michigan Community Scholars Program Resident Advisor | MCSP RA

Introduction
The Michigan Community Scholars Program is a living learning program whose students "make a difference". Michigan Community Scholars Program focuses on:

- Community Service.
- Social Justice & Democracy.
- Small Courses with Excellent Faculty from Across the U.
- Academic Excellence through Tutors and Workshops.
- Student Leadership.
- Identity Development.
- Modeling a Strong and Culturally Diverse Community on the Floors.
- Successful Transition for First Year Students.

As a living learning program, Michigan Community Scholars Program provides a unique opportunity for students to put into practice their values and ideals about community, personal and social responsibility, the linkage of arts and civic engagement, inter-group relations, social change, and social justice in a diverse, democratic society. Michigan Community Scholars Program’s diverse community includes students of color and many international students, representation from majors all over the university, and first year students through seniors who are all actively engaged with our program.

Michigan Community Scholars Program Resident Advisors, Peer Advisors, Peer Mentors, Faculty, Community Partners, Staff and student leaders are extremely involved in creating this supportive community that fosters learning and collaboration inside and outside the classroom. First Year Students are required to participate in a one-credit seminar with sections facilitated by the Resident Advisor’s. First Year Seminars, community service projects, group study sessions, and various leadership opportunities are also all available.

Time Commitment
An average of 27 hours per week.

Responsibilities
- One of the following responsibilities per semester: facilitate two sections of UC 102 - this is a one-credit course offered as a program requirement for all Michigan Community Scholars Program first year students.
- Fulfill all of the advising, counseling, programming and administrative responsibilities outlined in the Resident Advisor job description.
- Assist in actualizing the Michigan Community Scholars Program mission through interaction, programming, workshops, recruitment and additional activities.
- Report to the Hall Director and Michigan Community Scholars Program Associate Director.

Compensation
100% room and board and a stipend of $1700.

Contact Information
Wendy Woods | Associate Director, Michigan Community Scholars Program | Phone: (734) 647-4860 or wwoods@umich.edu | http://www.ii.umich.edu/mcs/
Michigan Research Community Resident Advisor | MRC RA

Introduction
The Michigan Research Community is an undergraduate living/learning program which seeks to bring the world of cutting edge research and discovery to students in diverse academic majors. It provides academic support, such as in-house peer advising and facilitated study groups, through a community of student researchers. The Michigan Research Community also provides leadership opportunities through participation in a community-based program board, peer mentorship with first-year students, and/or research peer advising. Michigan Research Community Resident Advisors live in Mosher Jordan Hall and are responsible for assisting the students on their floor, in the program and throughout the building. Michigan Research Community Resident Advisors are functionally supervised by the Mosher-Jordan Hall Director and the Michigan Research Community Associate Director.

Time Commitment
An average of 24 hours per week.

Responsibilities
- Fulfill all of the advising, counseling, programming and administrative responsibilities outlined in the Resident Advisor job description.
- Assist residents with the process of finding their research project.
- Provide programming and academic support for the Michigan Research Community, which includes planning and facilitating two faculty "Dinner & Discussion" programs per semester.
- Meet individually with the Michigan Research Community residents living in your community once per semester in order to get to know them and assess their needs.
- Participate in recruitment events and serve as Michigan Research Community liaison to university units, the Ann Arbor community and external organizations.
- Attend weekly staff meetings with Michigan Research Community staff.
- Assist with Michigan Research Community special event planning, including the Michigan Research Community Annual Research Symposium.

Compensation
100% room and board and a stipend of $1000.

Contact Information
Jennifer Maltby | Associate Director Michigan Research Community | Phone: (734) 763-6658 or jmaltby@umich.edu | http://www.lsa.umich.edu/mrc

Residential College Resident Advisor | RC RA

Information
To learn more about this program please visit the Residential College program website at http://www.rclsa.umich.edu/ and if you are interested in becoming a Resident Advisor for this program, please indicate it on your application.

Contact Information
Megan Langille | Phone: (734) 764-0134 or mlangill@umich.edu | http://www.rclsa.umich.edu/
Women in Science and Engineering Residence Program Resident Advisor | WISE RA

Introduction
The Women in Science & Engineering Program Residence Program is an undergraduate living/learning program which seeks to support undergraduate women in academic majors and future careers in the sciences, technology, engineering, and/or mathematics fields. It provides students with academic support, a community of peers in similar majors, and leadership opportunities through participation in a variety of activities and networks.

Women in Science & Engineering Program Residence Program Resident Advisors live in Mosher Jordan Hall and are responsible for assisting the students on their floor, in the program, and throughout the building. Women in Science & Engineering Program Residence Program Resident Advisors are functionally supervised by the Mosher Jordan Hall Director and the Women in Science & Engineering Program Residence Program Associate Director.

Time Commitment
An average of 24 hours per week.

Responsibilities
- Fulfill all of the advising, counseling, programming, and administrative responsibilities outlined in the Resident Advisor job description.
- Provide programming and academic support for the WISE Residence Program, which includes planning and facilitating two faculty "Dinner & Discussion" programs per semester.
- Meet individually with the Women in Science & Engineering Program Residence Program residents living in your community once per semester in order to get to know them and assess their needs.
- Assist with Women in Science & Engineering Program Residence Program special event planning.
- Participate in recruitment events and serve as a Women in Science & Engineering Program Residence Program liaison to university units, the Ann Arbor community and external organizations.
- Attend weekly staff meetings with Women in Science & Engineering Program Residence Program staff.

Special Qualifications
Preference may be given to applicants with a major in science and/or engineering. Female candidates only.

Compensation
100% room and board and a stipend of $1000.

Contact Information
Beth Gibney | Associate Director, WISE Residence Program | Phone: (734) 763-6662 or elgibney@umich.edu | http://www.wise.umich.edu/ | http://www.lsa.umich.edu/wiserp

Residence Staff in Theme Communities
Adelia Cheever Program Resident Advisor

Introduction
The Adelia Cheever Program, a Theme Community for women, develops exceptional leaders and responsible global citizens by creating a close community within the larger university in which students can cultivate vital skills, knowledge, and support. The Cheever Program values the Cheever legacy, multiculturalism and diversity, international perspectives, every woman’s experience, and life-long learning. Cheever students participate in a variety of activities relating to our core values, including bi-weekly “Cheever Chats”, community service projects, and student planned programs.

Located in Helen Newberry Residence, this program requires the support of three Resident Advisors. This Cheever Resident Advisor position is supervised by the Barbour/Newberry Hall Director.

Responsibilities
- Attending Cheever Chats on a regular basis.
- Supporting Cheever community events and other functions.
- Assisting with Cheever standing committees.
- Collaborate with Cheever Mentors to develop floor and building-wide community building activities related to the Cheever Mission and Program Goals.
- Updating and maintaining Cheever bulletin boards.
- Serving as a Cheever Program liaison to the Barbour/Newberry, University, and external communities.
- Participate in the ongoing development and evaluation of the Cheever Program.
- Attend Bi-weekly meetings with the Hall Director.
- Attending Living-Learning Resident Advisor training prior to the Community Living Experience and Resstaff training in the Fall.
- Fulfill all of the advising, counseling, programming and administrative responsibilities outlined in the Resident Advisor job description.
- Other duties as assigned by the Hall Director.

Time Commitment
20 hours per week.

Special Qualifications
This position is open to female students only. Preference may be given to candidates with interests or experiences related to multiculturalism, diversity, international affairs and/or women’s issues (e.g. foreign language competency, travel/study abroad, work with international communities, relevant coursework or leadership activities).

Compensation
100% room and board.

Contact Information
Nick King | Hall Director, Barbour/Newberry/Fletcher | Phone: (734) 764-5465 or neking@umich.edu | http://www.housing.umich.edu/adelia-cheever-program
First Year Experience Resident Advisor | FYE RA

Introduction
University Housing has embarked on a new initiative, focusing on the first year student living experience in the residence halls at the University of Michigan.

This program will foster the cognitive and social development of first year students through an innovative approach emphasizing student participation and ownership in First Year Experience programs.

In order to successfully fulfill this mission, the First Year Experience Resident Advisor will collaborate and form active partnerships with students and staff. The First Year Experience Resident Advisor is directly supervised by the Hall Director.

Time Commitment
20 hours per week (including five regular office hours per week in an assigned office and Resstaff, First Year Experience Student Steering Committee, and supervision meetings).

Responsibilities
- Engage and empower residents in the design of their residential learning experience.
- Mentor and support residents as they navigate personal, social, and academic challenges found throughout the first year.
- Collaborate with University Housing offices and other constituent groups to develop learning experiences which achieve First Year Experience program goals.
- Build community in the residence hall by participating in and encouraging social interaction, encouraging residents to plan and implement social programming, and demonstrate consistent availability and accessibility to residents.
- Model a commitment to multiculturalism by creating and fostering a community where all the individuals are respected, while continuing to educate both residents and staff members on issues of social identity and multiculturalism.
- Meet on-duty responsibilities as designated by the Hall Director, and attending mandatory weekly staff meetings.
- Collaborate with other Resstaff and Building team members.
- Enforce the Community Living Standards by confronting and documenting violations, while modeling personal behavior that is consistent with the Community Living Standards, Statement of Student Rights and Responsibilities, and all state and federal laws.
- Advise, counsel, and respond to crisis situations, and inform the Leadership team or other resources.
- Build community and promote awareness at the Community Center.

Compensation
100% room (single room) and board.

Contact Information
http://www.housing.umich.edu/FYE
**Residence Staff in Theme Communities**

**North Quad – International Impact Theme Program**

**Introduction**

The North Quad Theme program, International Impact, focuses on the intersections of global issues and technology. This is a natural product of being housed in Michigan’s first new residence hall in over 40 years. “The combination of sophisticated classroom and academic space with residence space for 450 students, the North Quad Residential and Academic Complex provides classrooms, studios and offices for five information and communications-related university programs. The result is an environment in which lively interactions among students and faculty spill seamlessly from classrooms to hallways to faculty offices to living quarters—all under the same roof.”

Designed for sophomores and above, the goals of the International Impact Theme Community are to advance students’ knowledge and appreciation of a diverse multicultural world and provide unique opportunities for connections across disciplinary and geographical boundaries. With access to North Quad’s rich technology resources, North Quad students will be part of a vibrant, internationally focused environment where formal and informal learning will immerse students in experiences offering an international view of perspectives and ideas.

**Responsibilities**

- Work with NQ residents to inspire ownership and definition of the theme.
- Collaboration with NQ council’s, academic units, & MLC’s to embody the theme.
- Active participate in building wide programs and events.
- Special attention to the intersection between social justice, global issues, and technology
- A willingness to use and encourage the use of technology in all aspects of the work
- A passion to think and program with an international perspective and lens.

**Time Commitment**

20 hours per week.

**Special Qualifications**

Preference may be given to candidates with interests or experiences related to multiculturalism, diversity, international affairs and technological literacy (e. g. foreign language competency, travel/study abroad, work with international communities, relevant coursework or leadership activities).

**Compensation**

100% room and board

**Contact Information**

Laura Johnson | Hall Director, North Quad | | Phone: (734) 764-0175 or laurajj@umich.edu | http://www.housing.umich.edu/North-Quad-Theme-Community
Sophomore Year Experience Resident Advisor

Introduction
University Housing has embarked on a new initiative, focusing on the second year student living experience in the residence halls at the University of Michigan. This program will foster the cognitive and social development of second year students through an innovative approach emphasizing student ownership. In order to successfully fulfill this mission, the Sophomore Year Experience Resident Advisor will collaborate and form active partnerships with students, faculty and staff. Sophomore Year Experience Resident Advisor is directly supervised by the Hall Director.

Time Commitment
20 hours per week.

Responsibilities
- Engage and empower residents in the design of their residential learning experience.
- Mentor and support residents as they navigate personal, social, and academic challenges found throughout the second year.
- Collaborate with University Housing offices and other constituent groups to develop learning experiences which achieve Sophomore Year Experience program goals.
- Partner with the Leaders of the Sophomore Year Experience program to plan and implement programs in line with the student-designed Sophomore Year Experience Mission and Goals.
- Build community in the residence hall by participating in and encouraging social interaction, encouraging residents to plan and implement social programming, and demonstrate consistent availability and accessibility to residents.
- Model a commitment to multiculturalism by creating and fostering a community in which all the individuals are respected, while continuing to educate both residents and staff members on issues of social identity and multiculturalism.
- Meet on-duty responsibilities as designated by the Hall Director, and attending mandatory weekly staff meetings.
- Collaborate with other Resstaff and Building team members.
- Enforce the Community Living Standards by confronting and documenting violations, while modeling personal behavior that is consistent with the Community Living Standards, Statement of Student Rights and Responsibilities, and all state and federal laws.
- Advise, counsel, and respond to crisis situations, and inform the Leadership team or other resources.
- Build community and promote awareness at the Community Center.

Compensation
100% room and board.

Contact Information
Steven Bodei | Hall Director, Stockwell | Phone: (734) 764-0185 or bodei@umich.edu | http://www.housing.umich.edu/SYE