

2020-2021 STAFF SELECTION

INTERESTED IN BEING A
RESIDENT ASSISTANT (RA)?!



RESIDENTIAL LIFE

FLORIDA POLYTECHNIC
UNIVERSITY



Department of Residential Life Mission Statement

Florida Poly's Department of Residential Life partners with students to create a living-learning environment that encourages and fosters student learning, development, and person growth. We are committed to providing intentional learning by facilitating a safe, inclusive, and academically focused environment.


Purpose for Tonight

- Expectations from the Department
 - Requirements, Supervisors, Training, etc.
- Give a better understanding of the RA position
- Go over Selection & Interview process
- Answer any lingering questions



What makes up Residential Life Student Staff?

- 2 Residence Halls (Phase 1 & Phase 2)
- 4 Community Directors (Senior Staff)
- 14 Resident Assistants (RA)



What is this
whole
“Student Staff”
business?

- Foster Community!
- Be available to residents.
- Administrative responsibilities.
- Be a ROLE MODEL...On and Off Campus!
 - In this position you CANNOT “clock out”

RA Responsibilities: Community Development

- Know your residents.
- Be available, engaged, and serve as a resources.
- Event planning
 - Educational Programs
 - Community Builders
 - Community-Wide Events
- Passive Programming (Bulletin Boards)
 - Change monthly regarding various wellness topics (physical, mental/emotional, financial, occupational, etc.)
- Hall/Community Decorations (Door Tags)
- Intentional Interactions
- Floor Meeting & Programs

RA Responsibilities: On-Call Emergency and Crisis Response

- Weeknights: 5pm-8am
- Weekend days: 5pm Fridays through Monday 8am
- On-Call – what is the purpose?
 - Interact with residents!
 - Be available
 - Respond to student behavior
 - Respond to emergencies or crises
- Will include breaks and holidays (Thanksgiving Break and Spring Break)
- Also include required desk hours on evening if you are on-call
 - 6pm-8pm on weeknights
 - Occasional weekend desk coverage 10am-2pm Saturday and Sunday



RA Responsibilities: Administrative Duties

- Attend Fall/Spring Trainings
- One on Ones with supervisor (Community Director) and Coordinator
- Staff Meetings
- In-Service Meetings & Trainings
- Manage ALL programming paperwork, forms, budgets, etc.

Perks of being an RA!

- Involved in the Phoenix community!
- Meet new people – fellow student staff, senior staff, residents, and professional staff
- Learn how to use on and off campus resources
- Professional development opportunities
- Looks GREAT on resumes!
- Provided 1 bedroom/studio suite in residence halls
 - Please note, new RAs will primarily be placed in Phase 2 for the academic year

Qualifications to be an RA

- Must have lived on campus 2 semester (1 full academic year) at Florida Poly
- Completed 2 semesters (1 full academic year) at Florida Poly
- Registered as a full-time student for the entire 2020-2021 academic year
- Good Academic Standing
 - Cumulative GPA: 2.5
 - Semester GPA: 2.25
- Good standing with the University Student Code of Conduct – may NOT apply if you have any open conduct cases
- May hold another on-campus position/job – MUST be approved by Assistant Director of Residential Life & Student Experience
- Not recommended to enroll in more than 18 credit hours per semester
- Attended required Spring 2020 retreat, Fall Training in August 2020, and Spring Training in January 2021
- Able to commit to the job for the ENTIRE academic year (Fall 2020 and Spring 2021)
- Be motivated, passionate, positive, and have pride in Florida Poly!
- Required to purchase meal plan



Selection & Interview Process cont.

- Application – emailed to students/resident, Weekly Phoenix, Flyers/QR code around campus
 - **DO NOT APPLY ON HR's WEBSITE!**
 - **Good academic & conduct checks will be completed**
- **Individual Interview (invitation only)** – 15-minute interview with Residential Life professional staff and Community Directors
 - In order to get an interview:
 - Turn in completed RA application, be in good academic standing, have no open conduct cases, meeting required GPA requirements
 - Poll will be sent to applicants to sign up for time (sent to your Florida Poly email)
- Group Process Interview (invitation only) – half day interview understanding your group dynamics and how you interact in a group



Selection & Interview Process

- Applications Open: February 7th, 2020
- Applications Close: February 29th, 2020
- Individual Interviews (invitation only):
March 23rd-24th and 30th-31st, 2020
- Group Process Interviews (invitation only): April 4th and April 5th
 - Applicants informed on March 30th, 2020 if moving forward to Group Process
- Decisions go out on April 7th, 2020 at 12:00 PM (sent to your Florida Poly email)
- If offered a position, must accept by 5:00 PM on April 10th, 2020
 - Reply to offer email saying you DO or DO NOT accept the offer

Alternate Position

- You weren't selected, but you were ALMOST selected!
- Offered to be an Alternate RA for the 2020-2021 academic year in the case an RA quits or is let go YOU can come on board.
- If given the position you are NOT required to live on campus, however if asked to join the team you have the ability to say yes.

RA Training

- Fall 2020 (August) / Spring 2021 (January)
 - Dates TBD
 - BUSY, BUSY, BUSY!
- We will teach you everything you need to know for the position, so don't worry!
- **REQUIRED AND MANDATORY!**

Things to Remember!

- Residential Life website for selection & interview process: <https://floridapoly.edu/campus-life/housing/>
- Application Opens on February 7th and Close at 11:59 PM on February 29th
- More information:
 - **EVERYTHING IS ONLINE!**
 - The application will take a while to complete, so please do NOT do it on your phone or tablet
 - You can find a PDF copy of the application essay questions online if you want to see them beforehand, but your application MUST be submitted online, NOT in paper-form
 - You are in charge of making sure everything gets in!
- Questions: Email Paul Carey, Assistant Director for Residential Life (pcarey@floridapoly.edu)

Questions?



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