

Position: **Residence Assistant**  
Program: **FAME/UD Summer Residential Program**  
Position Duration: **June 22 – July 20, 2018**

### **JOB DESCRIPTION**

You will be expected to assume the following responsibilities:

**During the program, space will be provided for you in a residence hall on campus.**

1. Attend mandatory training sessions on Friday afternoon and all day Saturday, June 22 and 23.
2. Supervise the transition of program participants to and from all meals. The RA staff will also coordinate the movement and monitoring of students during the basic academic activities (Study Hall, library time, etc.)
3. Work with the Hall Manager and Assistant Hall Manager in supervising student study period from 7:00 - 10:00 PM (Sunday through Wednesday).
4. Maintain order and safety in residence hall at all times.
5. Chaperone students during cultural/social events and special functions.
6. Attend all staff meetings and special events as designated by the Hall Manager and the Director of the program.
7. Carry out other assigned duties as indicated by the Director of the program.