STUDENT STAFF MEMBER
SELECTION INFORMATIONAL
MEETING

January 15-16, 2014
Burgiss Theater
MEETING AGENDA

- Welcome
- General Position Responsibilities
- Expectations of Student Staff Members
- Position Qualifications & Requirements
- Academic Requirements
- Position Compensation
- Selection Process & Tips
  - Application & Reference Form
  - Interviews
- Question and Answer Session
RESIDENCE HALL RA RESPONSIBILITIES

- Ensure a quality living and learning environment
- Build hall community
- Facilitate hall programs
- Enforce University and Housing & Residence Life policies
- Attend Student Staff meetings
- Work office hours
FRAD RESPONSIBILITIES

- Ensure a quality living and learning environment
- Build hall community
- Facilitate hall programs
- Enforce University and Housing & Residence Life policies
- Attend FRAD meetings
- Attend meetings with the FRAD Program Assistant
- Complete administrative tasks
NORTH VILLAGE RESIDENT ASSISTANT RESPONSIBILITIES

- Ensure a quality living and learning environment
- Be available to apartment residents
- Facilitate community wide and building specific programs
- Carry out weekly apartment visits as specified in the job description
- Enforce University and Housing & Residence Life policies
- Attend Student Staff meetings
- Work office hours
VININGS COMMUNITY ASSISTANT RESPONSIBILITIES

- Work office hours in the Vinings Community Center
- Be available to apartment residents
- Enforce University and Vinings policies
- Meet the Minimum Qualifications:
  - Must be a rising fourth or fifth-year resident
  - Must be approved for and sign a one year lease
  - Must live in a single or two-person apartment
The student staff position is your highest priority after academics.

You will be a leader.

You will be a role model and practice integrity at all times.

You will uphold Housing & Residence Life’s mission.

You will satisfy the job description fully.

You will BE GREAT!
QUALIFICATIONS & REQUIREMENTS

- Submit an application, resume, and 1 reference by January 17, 2014 @ 5:00 PM
- Minimum 2.25 GPA
- Attend Spring Staff Training (April 4-5, 2014)
- Complete Summer Assignments
- Return to campus in August for training
- RAs must stay on campus through the day after graduation...May 2015
ACADEMICS
MINIMUM REQUIREMENTS

- Senior Student Staff (AAC, ELA, FPA, GVA): 2.75
- RA/CA: 2.25
- FRAD: 2.25
# ACADEMIC STANDARDS

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<th>Semester GPA</th>
<th>Cumulative GPA</th>
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<td><strong>Good Standing</strong></td>
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<td>- 2.25 or Above</td>
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<td><strong>Staff Warning</strong></td>
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<td>- 2.00-2.25</td>
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<td><strong>Staff Probation</strong></td>
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POSITION COMPENSATION

- RA - $3,100 per year and 75% reduction in housing costs

- FRAD - $1,500 per year and 50% reduction in housing costs

- North Village RA - $3,100 per year and 50% reduction in housing costs

- Vinings CA - hourly wage
POSITION BENEFITS

- Enhance leadership skills
- Earn the respect of your peers
- Build relationships with fellow staff
- Establish campus contacts with faculty/staff
**SELECTION PROCESS: APPLICATION & REFERENCE FORMS**

- Application and reference forms are currently available and may be submitted electronically through the Housing & Residence Life web site.

- **Friday January 17, 2014**
  - New RA & FRAD applications and reference due by 5:00 PM.
SELECTION PROCESS: INTERVIEWS

- Friday, January 31, 2014 - Sunday, February 2, 2014
  - New RA and FRAD interviews
  - Candidates should be prepared to bring resume to the interview

- Friday, February 14, 2014
  - Greek RA Interviews
SELECTION PROCESS: RA/FRAD DECISIONS

- **Wednesday, February 12, 2014**
  - RA/FRAD decision letters will be available via email between 3-5pm

- **Friday, February 14, 2014**
  - RA/FRAD contract decisions due to the Housing & Residence Life Office (Estridge Commons) by 5:00 PM
FOR MORE INFORMATION...

- Staff Selection Web Site (timelines, selection process info, position descriptions, applications & reference forms):
  - Go to www.furman.edu/housing
  - Click on Student Employment Opportunities

- Contact Emails:
  - brad.harmon@furman.edu
  - greer.helms@furman.edu
  - chermanda.frazier@furman.edu
  - richard.trethewey@furman.edu
MEET OUR STAFF!