

2008 Intensive Freshman Seminars (IFS) Student Staff Resident Assistant Position Description

IFS alumni, experienced RAs, and campus leaders are eligible and encouraged to apply.

Resident Assistant Expectations:

IFS RAs work as a team to create a constructive academic and social community. Above all else, IFS is looking for students who are committed to fully supporting the IFS experience and excited about being a part of the incoming students' first exposure to Indiana University.

This commitment is evident in all of the RA's job responsibilities, including:

- Consistently act as a role model for IFS students, abiding by all policies and modeling good decision-making skills
- Create a floor community that supports and respects the academic mission of IFS
- Develop and lead a variety of programs that showcase IU's resources and encourage student interaction
- Demonstrate excitement and support for all IFS-sponsored and other RAs' programs
- Maintain a residence hall environment that upholds all IFS and University policies
- Respond to emergencies
- Act as an IU representative with strong knowledge of IU's resources and history
- Assist with IFS Check-In and Check-Out and other duties as assigned

Selection Criteria:

- Must be in good academic and disciplinary standing (3.0 or above cumulative GPA)
- Clear dedication to supporting the full IFS experience in the residence halls
- Strong work ethic and commitment to the position's responsibilities and expectations
- Enthusiasm and a willingness to support all of the IFS Student Staff team's efforts
- Strong communication skills and a sincere desire to interact and be available to the students during IFS

Required Training:

IFS Student Staff training begins in the spring semester with approximately three required evening workshops and a half-day Saturday retreat in March/April. Specific spring training dates will be announced later in the fall semester. All staff members also participate in one week of required, intensive training during the week before IFS begins (week of July 28).

Summer Commitment:

Monday, July 28 through Saturday, August 23, 2008

(Note: IFS RA staff may be enrolled in an IUB summer class while working with the program; details will be given in the interviews.)

Compensation:

- Free room from July 28 through August 23
- A combination of meal points and stipend approximately equivalent to \$700 (details given in interviews)
- Resume-building leadership experience

Selection Process:

- The application deadline is Tuesday, November 13th at 5pm
- Interviews of select candidates will be conducted with the IFS Office

Any Questions?

Contact Kara Sullivan (karkasul@indiana.edu) or Mike Beam (mibeam@indiana.edu); You can also call the IFS Office at 812-855-3839 for additional information.

**SUBMIT APPLICATIONS BY 5:00 p.m. on TUESDAY, NOVEMBER 13 TO:
LEAH STRAIN, OFFICE OF EARLY EXPERIENCES, MAXWELL HALL 120**