



JOB DESCRIPTION: RESIDENT ASSISTANT
EMPLOYMENT TERM: 2026-2027

Position Overview:

Resident Assistants (RAs) play a key role in building a supportive and safe residential environment. RAs live in the residence halls, assist with community standards, and support student development through programming and mentorship. This position is for the 2025-2026 academic year, with employment covering August through May.

Key Responsibilities:

- **Community Development:**
 - Conduct monthly programs and events to foster engagement.
 - Complete health and safety inspections throughout the semester.
 - Maintain updated bulletin boards and door decorations.
- **Availability & On-Call Duties:**
 - Attend August RA Training (tentative Aug. 12th into Move-In Weekend)
 - Be on-call during specified hours in the evenings and/or overnight.
 - Conduct Active Connection Rounds (ACR) with co-RAs and/or the Admin On-Call during designated weekday and weekend nights.
 - Cover on-campus ACR approximately two weekends per month and remain accessible Sunday-Thursday nights.
 - Provide education around and enforce the Student Code of Conduct.
 - Assist in Thanksgiving, Winter, and Spring Break closing procedures.
- **Administrative & Team Meetings:**
 - Attend bi-weekly staff meetings, monthly all-staff meetings, and one-on-one meetings with designated Area Coordinator.
 - Participate in opening/closing duties for breaks, semester transitions, and special events.

Employment Requirements:

- Minimum 12 credit hours per semester and maintain a minimum of 2.5 GPA.
- Conversation with Area Coordinator required for additional on/off-campus jobs; limited to 12 hours for new RAs.
- RAs are not eligible to be Orientation Leaders, as well.
- Adhere to Nichols College policies and maintain professional standards.

Evaluation and Rehire:

This is a one (1) year contract appointment. Performance is reviewed each semester, influencing eligibility for rehire or contract renewal.

Compensation:

RAs receive a credit applied to their room charge on their student account bill.