

EMPLOYMENT DATES	August 9, 2021-May 1, 2022 <i>Note: Fall employment start dates may be adjusted by a few days to allow for online training components provided to complete on your own before beginning synchronous training.</i>
PAY RATE	\$16.00/hour, plus 1.5% Vacation Pay: 4% of base pay (in lieu of vacation). Statutory Holiday Pay: 5% (in lieu of statutory holidays)
HOURS	Approximately 14 hours a week* *Will include evening and weekend work *Not including hours during training and orientation
TYPE	Casual Level 1 Student Staff
DEPARTMENT & DIVISION	Campus Services Residence Services - Residence Life
HOW TO APPLY	Complete application through BearsDen Link available on our website once applications open Applications Open Tuesday, January 5, 2021 Applications Close Sunday, January 24, 2021

POSITION SUMMARY

The Senior Resident Assistant (SRA) provides key leadership within the residence system, and strives to support and enhance the overall student experience. Aligned with the University of Alberta's guiding documents, the residence system works as a unique part of both the Ancillary and Student Services groups. The residence life program is centered on a constant process of community building. This process acts as a foundation for an environment that supports, emphasizes, and inspires learning. Within this context and reporting to the Residence Coordinator (RC), the SRA is chiefly responsible for the provision of leadership to a team of Resident Assistants (RAs) and community wide program coordination.

RESPONSIBILITIES

- Supervises, develops, and supports a team of RAs (i.e. training, team-building, 1-1's, staff meetings, evaluation, etc.)
- Ensures implementation of Community Development Plan (where applicable).

- Builds community through involvement in programming, educational, and restorative processes.
- Schedules and manages RA Community Support Shift responsibilities.
- Performs SRA Community Support Shift duties as part of rotation.
- Play a key role in the management and delivery of Eastern Ascent or BaseCamp (residence orientation programs)
- Assists RC with investigations, and follow-up with RAs on community resolutions.
- Supports applicable residence student association.
- Attends one-on-one meetings and delivers reports to RC as required (including but not limited to: community reports, incident reports, programming logs)
- Follows proper reporting procedures for student and staff conduct.
- Administers first aid as required.
- Identifies and reports health and safety issues based on training received.
- Serves as a positive role model in all aspects of community living.
- Will perform other duties as assigned.

QUALIFICATIONS

- Must be enrolled as a student at the University of Alberta with a minimum of 2.3 GPA
- Must live on campus in community assigned for duration of employment
- Prior experience as a Resident Assistant would be an asset
- Must have excellent written and oral communication skills
- Any student teaching or co-op programs must be congruent with RA duties for the duration of employment
- Must be available for dates of employment and attend all training sessions
- Must have or be willing to obtain Standard First Aid certification or recertification from the Canadian Red Cross Society or St. John Ambulance before your term of employment begins. (You may be reimbursed up to \$160 of that cost by Residence Services once you begin your employment.)

EXPECTATIONS

- Maintain full-time student status at the University of Alberta with minimum GPA as outlined above.
- Not engage in any behaviour or activity while living in residence that damages the reputation of the residence community, Residence Services or the University of Alberta.
- Agree to behave according to the expectations listed above, the Community Standards, the Residence Agreement, the House Rules, and the Code of Student Behaviour. Failure to do so will result in the possible termination of the role.

STATEMENT ON COVID-19 PANDEMIC

The number of student staff required for 2021-22 may be impacted by changes in the global pandemic, provincial public health guidance, and university decisions. These impacts are unpredictable and unfortunate. Student staff positions will be a function of the demand within our residence system. However, if demand goes down, we could see reductions from the initial offers that go out in March 2021. If there are any changes that occur as a result of the Covid-19 pandemic you will be notified as soon as possible by Residence Life staff.