

**APPLICATION FOR RESIDENT ASSISTANT (RA)
POSITION FOR 2024-2025 ACADEMIC YEAR**

To apply for the Resident Assistant (RA) position:

- Complete all sections of the application (Applicant Information and Written Statement).
- Include a current resume.
- Include an unofficial transcript.

The application must be submitted via email to hrlrecruitment@uchicago.edu.

Deadline: Your application, resume, and transcript are due **by 11:59 pm on Friday, February 2, 2024.**

Housing & Residence Life has not finalized the job description or employment agreement for the upcoming academic year, however we currently intend for all Resident Assistants who are returning, or newly hired, to be physically present on campus for the entire 2024-2025 academic year.

APPLICANT INFORMATION

Full Name: _____		Gender: _____	Age: _____	Date of Birth: _____
Last	First			
Preferred Name: _____		Preferred Pronouns: _____		
Email Address (@uchicago.edu): _____		UChicago ID Number: _____		
Local Address (include building name if you live in Housing): _____				
Your Cell Phone Number: _____				
Permanent Address (include zip code): _____				
Home Phone Number: _____				
Major: _____		Current class year: _____	Current Cumulative GPA: _____	
Expected graduation (month/year): _____				

 **UChicago Housing & Residence Life**

Please list the House(s) you have lived in, the academic year, and the first & last name of the Resident Head(s):

I have not lived in a House.

House: Year: RH Name(s):

House: Year: RH Name(s):

House: Year:

Are you a United States citizen? yes no

Are you authorized to work in the United States? yes no

Have you ever been convicted of a felony? yes no

Have you ever been subject to any type of discipline while at the University of Chicago? yes no
(*House Probation, academic integrity, academic probation, etc.*)

If subject to any type of discipline, briefly explain what happened and tell us what you learned from that experience.

Have you ever been employed at the University of Chicago? yes no

If so, which department? _____

Please list any outside commitments you expect to have if employed as an RA: This includes community organizations, internships, outside jobs, varsity or club sports, RSOs, etc. Indicate the approximate number of hours per week required to fulfill each commitment.

Please list relevant student leadership involvement in the House System or other groups, leadership positions held, or awards received:

Is there any information that we need for consideration of your placement? Is there any House you would not be comfortable working in? Why? If you would rather share this directly with the selection committee please email hrlrecruitment@uchicago.edu.



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WRITTEN STATEMENT

The Written Statement is an opportunity to expand on experiences or skills that may not be represented in your resume or in the application.

Please begin your statement with an introduction of yourself as a candidate including your background, interests, and passions. Respond to **two** of the following prompts using no more than one page per prompt, but minimally two paragraphs each.

The written statement should be no longer than two single-spaced printed pages.

1. As an RA, you are charged with forming holistic and inclusive connections amongst your peers at the University of Chicago. Please reflect on why you are interested in being an RA and how you plan to build community while fostering a sense of inclusion and belonging amongst your peers. What experiences have you had thus far that would assist you in this endeavor?
2. Describe an experience that has significantly impacted you while attending the University of Chicago or while living within Housing & Residence Life. How did this experience shape your college career and what fundamental lessons were learned that would assist you in the RA position?
3. Working within your peer group is not always an easy experience. While it will be your responsibility to support the needs both academically and socially of your residents, you may also be tasked with mediation of conflicts as they arise. Please provide an example of a time you dealt with a conflict amongst your peers. What would you do similarly or differently within the House community?
4. As an RA, you will be expected to navigate situations that challenge your paradigm and perspective. Please speak to and give an example of a time you intentionally built relationships with others that were different from you. How did you go about building these bonds? What skills would be transferable to the RA role?

By signing below, you certify that all the information in this 2024-2025 Resident Assistant (RA) position application is correct, to the best of your knowledge.

Signature of Applicant

Date

Resident Assistant (RA) Application Waiver Form for 2024-2025

Please read the information below. Complete the waiver statement on this page, and also prior to emailing the following documents to your recommender's: **1 RH evaluation** and **1 recommendation form**. The information you provide *must* be the same on this form as on the two aforementioned forms. Submit this waiver form with your application, and deliver or send two forms to your RH evaluator and recommender. It is the responsibility of each candidate to insure their recommendations are emailed or faxed to the Housing & Residence Life by **5:00 PM on Friday, February 2, 2024** or your application will be incomplete.

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The Family Educational Rights and Privacy Act of 1974 appears to give students the right to inspect and review their application files for the position of Resident Assistant (RA) unless that right is waived. In accordance with the law, all applicants must indicate whether they DO or DO NOT voluntarily waive (relinquish) their rights to view confidential letters of recommendation, and evaluation forms that are a part of the staff selection process. A candidate's decision to waive or not to waive the right of access to his or her file will in no way influence his or her chances to be hired. Once the waiver/non-waiver statement has been signed by a candidate, it may not be changed.

Please complete and sign the statement below:

I have read the information stated above, and

- Check one: _____ I hereby waive the right of access to my confidential file.
 _____ I do not waive the right of access to my confidential file.

Applicant's Signature

Date



UChicago Housing & Residence Life

REFERENCES/EVALUATION

Please list the two (2) people who will be submitting your evaluation and recommendation forms on your behalf. This can be an employer, faculty member, administrator, staff, etc. If you choose a peer, please be sure the person can effectively demonstrate your ability to effectively fulfill the role of an RA. The evaluation should be from your current or most recent Resident Head, if applicable.

Name

Relationship

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Signature of Applicant

Date