

**RESIDENT ASSISTANT: JOB DESCRIPTION AT A GLANCE****REPORTS TO:**

The Resident Director (RD) is responsible for Resident Assistant supervision, evaluation, and communication of general information between the Department of Residence Life and the Resident Assistant (RA).

**JOB DESCRIPTION:**

The following are specific duties and responsibilities of Resident Advisors, though the job may expand beyond these requirements:

- Be responsive to Arkansas Governor's School and campus regulations and policies.
- Initiate contacts, stimulate conversation and intellectual excitement among students, assist in the supervision of field trips, be involved with the instructional process on an "as needed" basis, and balance the dual roles of supervisor and mentor.
- Support and emphasize the responsibilities of residence hall living with students and provide advice concerning personal and social adjustments to residential life.
- Be a resource and referral agent in regard to health services as well as opportunities offered on campus and in the community.
- Attend all staff meetings, including the spring planning session and the planning week prior to the official start of the Program.
- Report any general problems or concerns related to residential life.
- Each R.A. will be on duty during the weekends, but will be off for one twenty-four hour period during each of the five weeks the students are in residence.