

RESIDENT ADVISOR
Information Packet *for 2025-2026*



Hello prospective RA!

We are grateful that you are interested in becoming a Resident Advisor for the upcoming academic year! RAs are an essential part of our mission in Residence Life, so our team is prayerful and intentional about RA selection. We are excited to start the interview process with you!

This packet includes the Residence Life Mission Statement, a Resident Advisor job description and the following timeline as it pertains to the application and interview process.

The Resident Advisor application is located online at <http://uureslife.com/ra>. The application should take around 45-60 minutes and cannot be saved to be completed later.

This application must be completed by February 5th.

For your convenience, here is a list of key dates to remember:

- January 10-11: Mandatory Student Leadership Summit
- February 3: **Applications Due**
- February 6, or 10 at 7pm: Round 1 Group Interviews
- February 11: Notification if you have been invited to continue to interview
- February 12—2: Round 2 Interviews
- February 28 – RA positions offered
- March 28-30 – Mandatory Spring Training
- Fall 2025 August Accelerated Term – Enroll in “Introduction to Student Leadership,” a one-credit class

On a logistical note: Before you begin the application process, please note Welcome Week, Life Group Leaders, or other students serving in a significant leadership position are not eligible to be Resident Advisors in addition to those other responsibilities. Any student selected as RA may not receive institutional and/or outside scholarship funding beyond their actual Union University's charges. Students who are unsure if they will exceed those University charges may contact the Office of Student Financial Planning at 731.661.5015 for clarification. Also take note that in order to be considered, you must have a minimum cumulative GPA of 2.75.

If you have any questions about Residence Life or the interview process, please feel free to contact your RD or the Office of Residence Life. We also encourage you to talk with a RA prior to applying to learn more about the position. We are excited to meet with you soon.

Blessings in this process,

Ken Litscher
Dean of Student Life



RESIDENT ADVISOR POSITION DESCRIPTION

Mission Statement

Residence Life is committed to providing a holistic living and learning environment where academic scholarship is developed, distinctive relationships are formed, servant leadership is practiced, community values are upheld, and biblical restoration is provided.

Position Purpose

As a staff position, the purpose of the "Resident Advisor" is to serve as a peer resource, model, counselor, and friend who promotes resident student development and community life consistent with the mission and policies of Union University.

Qualifications

Resident Advisors should possess the following qualifications:

1. Be a committed disciple of Jesus Christ, actively pursuing a Christian lifestyle
2. Have a desire to actively participate in the building of Christian community at Union University
3. Possess demonstrated leadership and interpersonal skills
4. Have achieved academically (a minimum cumulative GPA of 2.75)
5. Possess a desire to learn and grow
6. Be in good judicial standing with the Office of Student Life
7. Must be living in University housing (or have lived on campus for a minimum of one semester)
8. Must be able to commit to 20 hours per week
9. Resident Advisors must be able to work with a reasonable amount of flexibility as the duties required may need to shift in time or location

Expectations

1. Should be a committed follower of Jesus Christ as Lord and Savior and should be actively involved in a local evangelical Christian church.
2. Should be available to students on a daily basis. It is expected that the Resident Advisors will know the name and at least five facts about each resident in their building.
3. Resident Advisors will participate in Conversation-based Programming, in which RAs are expected to have Casual Communication, Informal Connections, and Intentional Conversations with each resident in their building.
4. Resident Advisors will be expected to complete administrative tasks such as completing and logging forms as well as assisting with Guest Suites check ins.
5. Consistently pray for building residents and larger Union community.
6. Uphold Union's core values (excellence-driven, Christ-centered, people-focused and future-directed) and our five community values (worth of the individual, self-discipline, personal integrity, respect for community authority and respect for property and the environment).
7. Resident Advisors will assist in planning, setup, execution, and clean up of all Residence Life and Union Cup events.

8. Resident Advisors will confront and report violations to the policies and guidelines contained in the Campus Life Handbook.
9. Resident Advisors should have completed or be enrolled in "Introduction to Student Leadership," a one-credit August accelerated course.
10. Resident Advisors will arrive early before the academic terms begin and stay late after the terms end to assist with the check-in/check-out procedures.
11. Resident Advisors will work their Commons desk during the week and for 2-3 weekends/semester to assist students and guests with any needs they may have.
12. Resident Advisors will stay on campus to work one of the following University breaks: Fall, First or Second half of Thanksgiving, or First or Second half of Spring.
13. Resident Advisors will be responsible for closing their respective buildings at the end of each semester after final examinations are completed and all students have vacated the building.
14. Resident Advisors will complete Room Condition Forms for each room at the beginning of each academic year and will keep the forms up-to-date throughout the academic year.
15. Resident Advisors will report all maintenance and custodial problems to the Facilities Management Department.
16. Resident Advisors will attend weekly one-on-one meetings with their Residence Director in addition to weekly staff meetings with their complex.
17. Resident Advisors must maintain confidentiality concerning student records and information.
18. Resident Advisors who desire to hold additional volunteer or paid employment must first be approved by the Residence Director, upon approval one can work no more than 8-10 hours weekly.
19. Resident Advisors are expected to work an average of 20 hours/week in their role. These hours can be generally broken down as:
 - 4-6 hours at the Commons Desk
 - 3-4 hours in weekly meetings/administration
 - 10-12 hours in relationship building and event support

Compensation

- Training and Leadership Development
- Para-professional experience for your resume
- Mentoring relationships with Residence Directors and other Residence Life Staff members
- Estimated annual compensation of \$7,200