

Center for
Residence Life
R·I·T

Position:

Community Advocate (Greek Circle)

Qualifications:

- Bachelor's degree preferred in Psychology, the Social Sciences, Human Relations, Education or a related field
- Enrolled in a graduate program of study at RIT
- Experience in Residence Life, Student Activities, Greek Affairs, Student Government or related area is *highly desirable*
- Mediation, conflict resolution, and outreach skills
- American Sign Language skills or a willingness to learn

Terms:

- 20 hours per week supporting the life skills development of students residing in RIT's seven on-campus apartment complexes
- 40 hours of training, two weeks prior to the start of the academic year (in August)
- Ten month position, from August 2009 through May 31, 2010
- Renewable on an annual basis by mutual consent

Compensation:

- Hourly wage - \$13 per hour – approximately 12 hours per week plus partial meal plan (approximate value - \$1,800)
- One bedroom apartment, utilities and local phone service included

Duties and Responsibilities:

Conflict Resolution

- Facilitate the resolution of roommate and neighbor conflicts within the geographical complex/area assigned to you (Greek Circle). Proactively reach out to the students to help them learn to manage these types of conflicts.

Student Advocacy

- Act as an advocate for students who are dealing with a variety of issues and concerns including personal crises, academic underachievement, and fiscal mismanagement.

Outreach

- Proactively reach out to students, get to know the residents in your complex and develop relationships with students and maintenance staff. Develop liaison relationships with a variety of Institute resources to enable an ease of referral when working with students (Housing Operations, Fraternity & Sorority Life, Public Safety).

Programming

- Facilitate regular educational programs working cooperatively with other Community Advocates to address the life skills issues identified in your complex/area. Identify special populations and/or programming areas within your assigned complex/area, assess needs, and develop creative intervention strategies. Populations or programming areas may include non-

traditional, transfer, or international students, families, single parents, deaf and/or hard of hearing students, and seniors or graduating students.

- Coordinate opportunities for residents to get to know each other and interact in a social setting.
- Organize community service opportunities/projects for apartment residents.

On Call Duty

- Act as a crisis response resource during emergencies for the apartment community. Assess immediate student needs and facilitate next business day professional staff follow-up. Resolve the immediate crisis and act as a referral agent for the students involved.

Office Hours/Administrative Duties

- Maintain 6-9 office hours per week
- Provide immediate assistance to walk-ins
- Support administrative processes (data entry, filing, answering phones & email, etc.)
- Conduct Health & Safety Inspections in partnership with Housing Operations and Environmental Health & Safety.

Application Process

Applications are available online at: <http://www.rit.edu/studentaffairs/SAGraduateAssistantships.php>

Applications will be reviewed until all positions are filled; however, applications submitted on or prior to **March 31st** will receive priority consideration:

Interview Day

- Interviews for Graduate Assistantships will be conducted on **April 10th, 2009** at RIT. If your skills and experiences indicate you are a potential candidate for any of our positions, you will be contacted to schedule an interview.
- In-person interviews are strongly preferred; however, telephone interviews may be scheduled for those candidates who cannot travel to RIT.

If you have any questions about the Community Advocate position or the application/interview process, please contact:

Sharon Kompalla

Center for Residence Life Apartment Area

1 Colony Manor

Rochester, NY 14623

Phone – 585-475-4300 (v/tty); Fax – 585-475-4301