2018 RESIDENTIAL ASSISTANT JOB DESCRIPTION

SUMMERSCAPE & DLA are summer programs held on the Drury campus, Springfield, Missouri, for gifted students who have completed grades 6, 7, or 8 - Summerscape, and 9, 10, and 11 - DLA. They offer students an opportunity to enhance their areas of interest, investigate new ideas and work with other high-ability students. Besides participating in courses not offered at many schools, students familiarize themselves with "university life."

Courses are selected and planned to provide academic challenge and creative experiences. Commuters may enroll in one morning and/or one afternoon class or an all day class in each session. All residential students are required to be enrolled in a morning and an afternoon class.

The SUMMERSCAPE residential program offers students the opportunity to live in Smith Dormitory, eat in the dining hall, enjoy cultural and recreational events in the evenings and participate in special weekend activities. The DLA residential program offers students the opportunity to live in Wallace Hall and to take their courses for college credit. The evening program is dedicated to leadership training.

The position of SUMMERSCAPE or DLA Residential Assistant (RA) requires living and dining on the Drury University campus. Each RA will be responsible for a group of 12-15 students. Students are in class six hours each weekday and the middle Saturday, and RAs are responsible for them at all other times. RAs will coordinate a variety of activities including, but not limited to, arranging and supervising recreational activities, leading small group meetings, registering students and helping them to move in and out, attending to housing and health needs, visiting with parents, and delivering mail. According to previous RAs, this is a life-altering experience. Your impact on the students as a positive role model is MOST important. Students look to their RAs for safety and security, as well as a counselor and role model.

We are looking for RAs who can be enthusiastic members of a team and encourage each other and the students we serve. To work with Drury’s Pre-College Programs you need to have someone else's--the students'--interests at the forefront of your motivations. If you are not first and foremost interested in promoting the interests of this group of young people, then this isn't for you.

The residential staff will move into the dorms on Thursday, July 5, 2018 for RA training. RAs will move out of the dorm on Friday, July 20th. RAs are on duty from 3:30 p.m. to 10:00 a.m. each weekday. In addition to eating breakfast, lunch, and dinner with the students each day, RAs are required to work nine half-day shifts (9-12 or 1-4) during each session. The residential staff is on duty full-time on the middle Sunday. RAs will not be able to take classes or work other jobs during the two weeks. The salary is $1,200 for this position.

A residential staff will be hired and then assigned to specific programs later in the spring. Assignments will be based on team needs, enrollment, experience and other program needs. In order to apply for a residential assistant position, you need to be willing to work in either program.

This application must be received no later than February 12th. Applications received after the 12th will not be considered. The RA position can provide a challenging, rewarding, and enjoyable experience. We look forward to receiving your application.
2018 APPLICATION FOR RESIDENTIAL ASSISTANT

A. Background Information
   1. Name (first, middle, last)
   2. Present address, phone, & e-mail (that you check)
   3. Permanent address & phone
   4. Year graduated from high school (you must be 18 to apply for Scape or 19 to apply for DLA)
   5. Name of university and year in school
   6. Grade average and total college hours earned (end of spring semester)
   7. Highest degree earned, year graduated
   8. Would you be able to come to Drury for an interview?
   9. Scape only, DLA only, consider my app for both

B. Please respond to the following (1-6) for new applicants and (7-9) for RAs that were with us in 2017.
   1. Describe in detail any work, paid or volunteer, you have done with adolescents (ages 11 to 17).
   2. Why do you want to work for Drury’s Pre-College Programs?
   3. Define our “customer”.
   4. Describe how you work in a team, what role you naturally assume and give examples to support your answer.
   5. What additional information would you like us to know?
   6. Please list the name, address, zip code, phone number, e-mail and relationship to you of three people who could serve as references for your leadership experience, work habits, and ability to work with people.

For those who were on staff in the summer of 2017 ONLY COMPLETE 7, 8 & 9

   7. How would you improve / change your job performance from last summer?
   8. Why do you want to return to work at CAMP this summer? Please list specific examples to support your answer.
   9. What would be the benefits and disadvantages of working at the other CAMP this summer?

C. Return complete application by February 12, 2018 to Drury Pre-College Programs! Drury University!
   900 North Benton! Springfield, MO 65802! (417)873-7386! mpotthof@drury.edu

PREFERRED METHOD OF COMPLETED APPLICATION = E-MAILED TO MPOTTHOF@DRURY.EDU

Please attach recent photo