



Departmental Mission Statement

The Office of Residential Life works to provide safe and comfortable living and learning communities. We intentionally design programs, services, and leadership opportunities to foster an environment conducive to achieving academic goals, personal growth, and the development of community.

Overview of Position

Valparaiso University firmly believes that living in a residence hall provides students with a learning experience that integrates and complements the more formal educational activities of the classroom, laboratory, studio, and stage. Furthermore, living in the Kade-Duesenberg German House brings the education German majors and minors receive into their living environment through an intensive immersion program.

Resident Assistants are campus leaders and role models. This position provides opportunities to teach students skills related to problem solving, decision making, and critical thinking, as well as correcting undesirable behavior and guiding students in taking responsibility for their actions. Resident Assistants help orient students to college life and aid in their emotional and academic adjustment as they further develop their social skills. The role of the Resident Assistant is to help create and facilitate an environment of student learning in the residence halls, through an understanding and awareness of holistic development.

Qualifications

Must be in and maintain good social and academic standing with the University. Applicants must have a full-time student enrollment status with a minimum 2.75 cumulative GPA and obtain no lower than a 2.5 semester GPA throughout employment. Applicants must be a German major or minor (major preferred). Preference goes to students planning on or already having completed a long-term, Valpo study abroad program in a German-speaking country. Applicants must have resided in a residence hall at least two full semesters prior to the start of employment

The responsibilities of the Resident Assistant position include, but are not limited to the following:

Personal

The Resident Assistant position is considered the primary 'out-of-class position', second only to academics. All other employment (during academic sessions) and extra-curricular activities and positions must be approved by their RLC and the Director of Residential Life. RAs will use nights away appropriately to maintain balanced lives and aid in effectively balancing and prioritizing academic work, their RA position, and outside responsibilities/commitments. RAs will maintain necessary communication in all matters with the Residential Learning Coordinator. RAs will be open to considering different points of view and backgrounds and will be respectful of others' choices. They will seek out and willingly interact with culturally different individuals and groups to form in-depth, positive, and valuable relationships. RAs will express interest in learning other cultures and gain knowledge of cultural worldview frameworks. They will consider new perspectives about their personal cultural rules and biases through seeking out and taking advantage of opportunities to learn about other cultures. RAs are responsible for knowing and abiding by all policies, rules, laws, and regulations specified in [The Student Guide to University Life](#) and the [Resident Assistant Manual](#), and the [German House PA/RA Handbook](#).

Leadership & Advisory

The German House Resident Assistant is expected to conduct themselves in a manner that reflects the philosophy and tradition of the Office of Residential Life, the Kade-Duesenberg German House, and Valparaiso University. RAs function as positive role models at all times by setting an example for students in terms of conduct, appearance, and attitude. This includes activities which occur on University property as well as off-campus. RAs will contribute to a positive environment and team dynamic by attending and participating in staff development activities and demonstrating cooperation, teamwork, and flexibility. They will exhibit support for programs, the Office of Residential Life, the German faculty, and the Project Assistant (PA). RAs will demonstrate effective listening and communication skills recognize interpersonal conflicts and mediate accordingly.

Community Development & Programming

RAs will serve as a community leader who facilitates an atmosphere conducive to studying, sleeping, and general student learning. The German House RA will work with the Residential Learning Coordinator, Project Assistant, and the Director of the Kade-Duesenberg German House and Cultural Center to assess what programmatic opportunities are needed to further the mission and goals of the German House. Mealtime is central to the German House experience. Preparing and eating meals together builds community and provides opportunities for conversation in the target language. The German House RA will coordinate the budget and schedule for daily meals as outlined in the German House PA/RA Handbook.

RAs will know residents by name with initial and continued interactions throughout the year. They will be present in their building during community hours. RAs will create door decorations and bulletin boards multiple times a semester.

Administration

They will reside and be present on the floor, especially in the evenings and on ordinary weekends throughout both semesters (outside of standard duty times & responsibilities) to assist the community as needs arise. RAs are responsible for enforcing residential policies at all times, following Residential Life procedures and protocols. RAs will follow the appropriate programming plan developed during regular meetings between the RLC, the Director of the Kade-Duesenberg German House and Cultural Center, and the PA. RAs will submit incident reports, weekly reports, community logs, duty logs, and other paperwork in a timely manner.

Dates of Commitment (subject to change)

- Spring Training - occurs in April.
- August Resident Assistant Orientation (RAO) - arrive approximately a week and a half before classes start.
- August RA & PA training with the Director of the Kade-Duesenberg German House and Cultural Center, followed by the kick-off dinner with the Director and house residents - the Sunday before fall classes begin.
- November Thanksgiving Recess Closing and Opening - stay a day late to close and arrive a few hours before the hall opens.
- December Semester Break Closing and Opening - stay a day late to close and arrive approximately 3 days before the hall opens.
- January Winter Training - occurs approximately 3 days before hall opens.
- March Spring Recess Closing and Opening - stay a day later to close hall and arrive a few hours before the halls open.
- May Commencement and Hall Closing - stay until day after graduation to close hall.

Remuneration

100% Room Credit; Stipend \$1200 per semester (semesters 1-2), \$1400 per semester (semesters 3-4), & \$1600 per semester (semesters 5-6).