Position Overview:

The University of Richmond is a highly selective, private, liberal arts institution located in Richmond, Virginia with an undergraduate population of approximately 3,000 students, of which over 90% live on-campus all four years. Graduate Assistant of Residential Experience will serve as an integral member of the Office of Residence Life and Housing team, providing purposeful and important service to and for residential students at the University of Richmond. This position will provide invaluable professional development and experiential learning for the Graduate Assistant. This position will have the opportunity to interact and participate in programs, committees and events sponsored by the office and division that may be in addition to the responsibilities listed below. Skill development opportunities include residential curricular development, leadership and course development, assessment, and program planning. To learn more about our office specifically, you can find more information at this page.

Department Mission:

The mission of the Office of Residence Life and Undergraduate Student Housing is to foster community by celebrating the individual student through the encouragement of personal growth and development that embraces inclusion, encourages responsible leadership, and promotes an intellectual community. Through our values of community, connections, inclusivity, and support we strive to achieve our vision of being progressive leaders in supporting the co-curricular development, and experience, of all residential students.

Position Type:

- Masters Level
- Full-Time (20 hours/week)

Compensation/Benefits:

- This assistantship qualifies a full-time student for the 2020-21 in-state tuition waiver
- Total financial package = In-state-tuition + $4000.00 stipend

Position Elements:

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<thead>
<tr>
<th>X</th>
<th>Mostly 10:00A – 6:00P work</th>
<th>X</th>
<th>Occasional evening/weekend work</th>
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<tbody>
<tr>
<td>X</td>
<td>Frequent Student Interaction</td>
<td>X</td>
<td>Leads training sessions for students</td>
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<td>X</td>
<td>Advises individual students</td>
<td>X</td>
<td>Advises student organizations</td>
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<td>X</td>
<td>Event/program management</td>
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<td>Shared work space</td>
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<td>X</td>
<td>Independent work</td>
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<td>Collaborative/ group work</td>
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<td>X</td>
<td>May take internship at same time as GA</td>
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<td>X</td>
<td>Opportunity for committee work</td>
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**Job Responsibilities:**

- **First-Year and Sophomore Programming/Curricular Experience** - Assist in the evaluation and implementation of efforts focused on adjustment, community, and transformation to promote residential learning with connection to the Spider Values
- **Residential Programming, Education, Engagement, and Responsibility** - Assist in the evaluation, implementation, and expansion of efforts to reach residential students through programming, educational opportunities, and responsible community involvement and engagement
- **Student Staff Leadership and Development** - Assist in the development and implementation of the leadership training plan/model for student staff to provide them with measurable outcomes for their position, responsibilities, and experience; Assist in the development and implementation of the six-week, credit bearing course for newly selected student staff
- **Academic Initiatives** - Assist in the development and implementation of co-curricular programs that support the student’s academic experience
- **Assessment** - Assist in the development, organization, implementation, and interpretation of department assessments
- **Actively participate, create, and assist in the implementation of ideas in department, office meetings, and special projects such as Resident Assistant fall training, Resident Assistant recruitment and selection, and student staff contracts and manuals**
- **Meet bi-weekly with supervisors to discuss internship goals, progress towards goals, projects, and issues or concerns**
- **Maintain visibility and accessibility within the office and residential facilities**

**Preferred qualifications:**

- Masters level student from the EPPL program
- Desire to be an integral member of a progressive, fast-paced, student focused residence life team
- Passion for working with students from diverse backgrounds and lived experiences
- Excellent organizational and communication skills

**Learning Outcomes:**

- Ability to compare, contrast, and implement appropriate leadership and development models for student staff
- To develop the ability to interpret, report and utilize results through assessment and evaluation
- To advise and support student staff through direction, feedback, critique, referral and guidance

**Direct Supervisor:**

Patrick Benner  
Director, Residence Life & Housing  
University of Richmond  
[psbenner@richmond.edu](mailto:psbenner@richmond.edu)  
804-289-8930

Interested applicants are welcome to contact the supervisor with any questions.