Office of Residence Life

The Office of Residence Life, a department within the Division of Student Affairs, serves an integral role in the lives of Syracuse University and ESF students. Its mission is to provide an educationally stimulating living environment where students may explore their own development en route to becoming contributing citizens in a global society.

The Resident Advisor (RA) is a peer advisor and educator who works with residents to assist them in addressing their needs within a residence hall and the university community. The position is challenging because the RA works with students and administrators, learns to articulate rights and responsibilities for both the individual and the University, and balances his or her own pressures of academic and personal responsibilities. To support and guide the Resident Advisors, professional staff members work to create a safe, secure environment that fosters the educational mission of the University and enhances the personal development of students as well as provide on-going support and training for RAs on their staff team.

Description of the Position
A Resident Advisor facilitates the development of a residential community in the living unit and helps strengthen students’ communication and confrontation skills. A Resident Advisor intentionally facilitates dialogue with individual students and groups of students in a residence hall. Staff and students work cooperatively to identify student needs and respond to those needs through a variety of activities and programs. Specific responsibilities will depend on the needs of the particular hall to which the Resident Advisor has been assigned. A Resident Advisor is a member of the Residence Life Staff and is directly responsible to the Residence Director and Assistant Residence Director (Senior Residence Staff).

Under the supervision of the Senior Staff, the Resident Advisor will fulfill the general requirements and responsibilities of this job as outlined in the “Resident Advisor Job Description” and in the “Resident Advisor Employment Agreement.”

EDUCATOR
A. Demonstrate effective listening and reflection skills
B. Promote an inclusive community that is safe for identity development exploration
C. Recognize and acknowledge difference and privilege
D. Show a high level of self-awareness and be aware of personal strengths and weaknesses
E. Engage in open dialogue and share in perspective taking
F. Be aware of, and represent the rationale for, University policies and procedures

COMMUNITY FACILITATOR
A. Know and recognize all members of the floor community
B. Work to create a set of floor agreements among residents
C. Meet the needs and interests of residents through intentional floor programming
D. Assist students in completing living agreements
E. Provide dialogue and discussion on the issues of alcohol and other drugs, multiculturalism and academic support skills
F. Maintain and update a physical environment consistent with staff and departmental standards
G. Implement the educational programming model – the residential learning initiative

CRISIS MANAGER/ADMINISTRATOR
A. Understand and utilize emergency procedures appropriately
B. Remain calm and effective in emergency situations
C. Complete paperwork in a timely and effective manner
D. Be on time for all meetings, programs, and “on duty” responsibilities
E. Consistently confront inappropriate behavior and enforce University policies and procedures
F. Report maintenance and facility concerns appropriately
G. Post approved information from on-campus offices and organizations in a timely manner
H. Assist and aid with survey dissemination
TEAM MEMBER/ROLE MODEL
A. Demonstrate behavior consistent with departmental and staff expectations
B. Respect and maintain confidentiality
C. Act as an appropriate referral agent for students
D. Give and receive feedback from others in an appropriate manner
E. Support and recognize other staff
F. Act as an appropriate role model for others
G. Handle stress appropriately
H. Balance academics, personal relationships and extracurricular activities with the Resident Advisor position
I. Support and/or be involved in community council efforts and encourage residents to be involved and active participants
J. Participate actively in all staff development and training activities
K. Participate in the RA selection process as needed/instructed.
L. Identify as a role model and a representative of the University, both within and outside the hall and the University
M. Know and adhere to the Code of Student Conduct, Terms and Conditions of Student Housing, Residence Life Departmental Standards, the Syracuse University Sexual Harassment Policy, Alcohol/Drug Policy and other policies of the University

MISCELLANEOUS
A. Act as a representative of, or accomplish tasks requested by, the Senior Staff, Assistant Director of Residence Life, Associate Director of Residence Life, Director of Residence Life, or the Senior Vice-President and Dean of Student Affairs
B. Perform other duties as assigned

Remuneration
Room and board charges for the fall and spring semesters shall be the responsibility of the University for the duration of employment of the Resident Advisor position.