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CA & RA TEAM SELECTION PROCESS

2022-2023

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OVERVIEW

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UNIVERSITY HOUSING MISSION STATEMENT

UNIVERSITY HOUSING PROVIDES COMFORTABLE,
AFFORDABLE, AND SECURE ON CAMPUS HOUSING
OPTIONS IN RESIDENTIAL COMMUNITIES WHERE
THE ACADEMIC SUCCESS AND PERSONAL GROWTH
OF RESIDENTS IS ENCOURAGED AND SUPPORTED.

C.L.A.S.S. ADVOCATES (CA)

Continuing the Legacy of African- American Student Success

- CAs enrich the experience of Black students by assisting them in achieving a sense of belonging and inclusion.
- CAs mentor and support the learning environment in their residential community.
- CAs place an emphasis on community building, interpersonal skills, social awareness and responsibility, and wellness.



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CA POSITION RESPONSIBILITIES

1

LEADERSHIP SKILLS

Support Black students in their transition to UGA and through situations challenging their identity.

3

COMMUNITY BUILDING

Maintain weekly interactions with residents and be accessible to them throughout the week to achieve a sense of belonging and inclusion.

2

INTERPERSONAL SKILLS

Interact with residents on a consistent basis to demonstrate genuine concern and care for residents.

4

SOCIAL AWARENESS & RESPONSIBILITY

Understand differing perspectives and identities in order to communicate with students across differences.

5

ADMINISTRATIVE SKILLS

Complete tasks thoroughly and report facility concerns.

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RESIDENT ASSISTANTS (RA)

- RAs shape the learning experience of 30 to 75 students.
- RAs emphasize community building, interpersonal skills, social awareness and responsibility, and wellness.
- RA are peer leaders facilitating community involvement.
- RAs assist in managing of student concerns.
- RAs educate residents on their responsibilities as members of a residential community.



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RA POSITION RESPONSIBILITIES

1

COMMUNITY BUILDING

Maintain weekly interactions with residents and be accessible throughout the week to achieve a sense of belonging and inclusion.

3

ADMINISTRATIVE SKILLS

Complete tasks thoroughly, document incidents, report facility concerns, complete health and safety inspections.

2

CRISIS MANAGEMENT

Provide leadership and model appropriate behavior in a crisis.

4

SOCIAL AWARENESS & RESPONSIBILITY

Promote a sensitivity for and appreciation of differing perspectives and identities.

5

INTERPERSONAL SKILLS

Interact with residents on a consistent basis to demonstrate genuine concern and care for residents.

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CA & RA POSITION DIFFERENCES

BREAK COVERAGE

- ECV, Reed, UV, and HSC communities are open year-round, so staff are expected to provide duty coverage

DUTY

- RAs: rounds are primarily policy and facility related
- CAs: visit residents mentoring & social interactions

RESIDENTS

- CAs: focus on all residents in a community i.e. Brumby or Reed (Payne & Reed Halls)
- RAs: residents based upon location (i.e., floor, wing, hall)

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POSITION COMPENSATION

- Private room in Brumby, Creswell, Hill, Myers, Reed, Russell and HSC Communities; Building 1516 and 2262
- ECV (excluding 1516) RAs share a 2-bedroom, 1 bathroom apartment with another RA
- UV – 1 bedroom apartment
- Monthly Stipend + Housing Meal Plan

This academic year = \$2657 stipend
+ 105 Access Plan, + \$110 PAW Points (\$2170 Value)

- CA and RAs may not work any other jobs, including note-taking and paid leadership positions on campus



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APPLICANTS NOTIFIED

Thursday, December 16, 2021: Applications Due

Friday, January 14, 2022: Applicants notified @ whether they are invited to move forward to an interview

Friday, January 1 –Thursday, January 20, 2022: CA and RA applicants sign-up for Interviews

Tuesday, February 8–Tuesday, February 15, 2022: CA and RA Interviews

Wednesday, February 16, 2022: Applicants notified if moving forward to final selection phase

Thursday, March 3, 2022: CA and RA Offers for 2022-2023 sent to candidates

Tuesday, March 8, 2022: CA and RA Acceptances due

TERMS OF EMPLOYMENT

- Complete 2 semesters at UGA by the start of employment.
- Be a full-time student.
- Have and maintain a cumulative GPA of 2.50.
- Student conduct records are reviewed and any policy violations or failure to complete meetings and/or sanctions could impact candidacy for the CA or RA position.
- Full academic year commitment.
- CAs & RAs may not serve as a puppy raiser nor an alternate puppy raiser.



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TERMS OF EMPLOYMENT

- Due to the nature and attention we give to residents in our communities, the CA and RA positions are prioritized over commitments such as experiential activities, and organization participation except academics.
- There are non-traditional hours including weekend and evening commitments.
- CAs & RAs do not choose their community and/or building placement. The CA-RA staff are hired for University Housing, not a specific residential community.
- CAs & RAs return early from summer and winter/spring breaks.

TERMS OF EMPLOYMENT

- New CAs & RAs attend weekly training seminars in their first full semester of work.
- Weekly team meetings are held Wednesdays 8 p.m. – 10 p.m.
- We support diversity awareness and a creating a culture of inclusion. We actively support all residents, promote inclusive events and educate others about RESPECT.



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TERMS OF EMPLOYMENT

CA & RAs are role models regarding alcohol and other drugs. Do not use alcohol if under the age of 21 and do not use illegal drugs or misuse legal drugs.

The CA & RA selection process is independent of the University Housing room sign-up process. Living on campus is not a requirement to apply for a CA or RA position.

- If you desire to live on campus next year, whether or not you are selected to be a CA or RA, you must follow instructions for returning resident room sign-up 2022.
- If you are offered and accept a position, any funds paid for room sign-up are credited back to your student account.
- If you are offered and decline a position or if you are not offered a position the room sign-up rules apply, and you will forfeit any funds paid if you decide to live off campus.

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OTHER IMPORTANT INFORMATION

Thrive CAs & RAs (Formerly Freshman College):

- Training begins late June 2022
- Held in Russell Hall
- Training held from 12 p.m. – 5 p.m. each day
- If taking summer classes during 1st session, they must be morning classes.

Fall 2022 Training Dates: **required for all CA and RA team members**

- Training begins Monday, August 1, 2022 at 8 a.m.
- Move in Sunday, July 31 – Monday, August 1st by 11 a.m.
- Please remember as you make summer plans!

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QUESTIONS?
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