RESIDENT ASSISTANT APPLICATION

COMPLETE RESIDENT ASSISTANT APPLICATIONS INCLUDE:

☑ Resume
☑ Resident Assistant Application (This application)
☑ UA Employee Application (Obtained at UAKJOBS.COM)
☐ 3 Reference Forms (Included in this packet)
☐ Unofficial University Transcript (Online at www.uaonline.alaska.edu)
☐ 3 Questions (On page 2 in this packet. 1 question can be a video submission)
☐ RETURN APPLICATION BY Monday, November 6 @ 5PM.

** INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.
THIS PACKET MUST BE RETURNED TO THE DEPARTMENT OF RESIDENCE LIFE IN THE MBS COMPLEX.

1

APPLICANT INFORMATION
NAME
LAST NAME FIRST NAME MIDDLE NAME
CURRENT HALL
CURRENT ROOM NUMBER
EMAIL PHONE #
UNIVERSITY OF ALASKA ID #

2

EDUCATIONAL BACKGROUND (MOST RECENT COLLEGE EXPERIENCE FIRST)
GPA LAST SEMESTER CUMULATIVE GPA CURRENT YEAR IN SCHOOL 1 2 3 4 5+ GR
INSTITUTION DATES ATTENDED DEGREE
INSTITUTION DATES ATTENDED DEGREE

3

COMMUNITY LIVING EXPERIENCE - LIST YOUR RESIDENCE HALL OR OTHER GROUP LIVING EXPERIENCES (MOST RECENT EXPERIENCE FIRST)
HALL DATES TO RA NAME
HALL DATES TO RA NAME
HALL DATES TO RA NAME

4

LEadership Experience - LIST ANY JOBS, VOLUNTEER WORK OR EXPERIENCES THAT HAVE PREPARED YOU FOR THIS POSITION.
ACTIVITY DATES
ACTIVITY DATES
ACTIVITY DATES

5

JUDICIAL HISTORY - LIST ANY JOBS, VOLUNTEER WORK OR EXPERIENCES THAT HAVE PREPARED YOU FOR THIS POSITION.
Have you ever been sanctioned for violations of residence hall or University policy? ☐ YES ☐ No
Have you ever been convicted of breaking a federal or state law? ☐ YES ☐ No
If yes, please explain: (A "Yes" response to the questions will not necessarily exclude you from further consideration.)

APPLICATION CONTINUES ON BACK OF PAGE.
HALL PREFERENCES
Please rank your preferences for residence hall placement on 5 to 1 scale (5 being the highest marking). Placement is strongly based upon your ability to work with the needs and interests of the residents in each hall, as well as your fit with the staff team. Preferences will be considered, but are not guaranteed. Please rate all option that apply to you.

- [ ] BARTLETT
- [ ] LATHROP
- [ ] MOORE
- [ ] SUSTAINABLE VILLAGE
- [ ] WICKERSHAM
- [ ] MCINTOSH
- [ ] CUTLER APARTMENTS
- [ ] NERLAND
- [ ] SKARLAND

CO-CURRICULAR COMMITMENTS
List any outside activities that you wish to participate in while employed as a RA. Please include community organizations, internships, on-campus activities, etc. Student Athletes and Student teachers are ineligible for the RA position.

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<thead>
<tr>
<th>ACTIVITY</th>
<th>HOURS PER WEEK</th>
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QUESTIONS
Each question response should be (1) 400 words or less, (2) typed, (3) 11 font size, and (4) Times New Roman font. Include your full name on all attached response sheets.

1. **EXPLAIN WHY YOU ARE INTERESTED IN THE RESIDENT ASSISTANT POSITION AT UAF?** (You can make this into a typed document or make a video recording of yourself talking for 1 minute). Email this video to MaryEllen Cottle at macottle@alaska.edu or drop a copy of the video off at MBS Complex to the Department of Residence Life located at 1872 Yukon Drive.

2. **WHAT WILL YOU OFFER TO THE RA POSITION?**

3. **EXPLAIN HOW THE RA POSITION WILL HELP YOU IN ACHIEVING YOUR CAREER GOALS?**

PERSONAL REFERENCES - LIST YOUR RESIDENCE HALL OR OTHER GROUP LIVING EXPERIENCES (MOST RECENT EXPERIENCE FIRST)
Please ask three (3) people to complete a reference for you and provide their names below. Reference forms MUST be returned to Residence Life by the application deadline in order for your application to be considered.

1. If you currently reside on campus one reference must be completed by a RA - either by your current RA or by a past RA.

   - NAME__________________________  RELATIONSHIP__________________________  PHONE #__________________________

   - NAME__________________________  RELATIONSHIP__________________________  PHONE #__________________________

   - NAME__________________________  RELATIONSHIP__________________________  PHONE #__________________________

2. The other reference should be completed by a previous/current employer or any member of the university community - including faculty, staff, or other students. Relatives and RD/ARDs are not permitted to complete a reference on your behalf.

   - NAME__________________________  RELATIONSHIP__________________________  PHONE #__________________________

   - NAME__________________________  RELATIONSHIP__________________________  PHONE #__________________________

   - NAME__________________________  RELATIONSHIP__________________________  PHONE #__________________________

APPLICANT SIGNATURE
I UNDERSTAND THAT BY MY SUBMISSION OF THIS APPLICATION, I AUTHORIZE THE UAF DEPARTMENT OF RESIDENCE LIFE TO REVIEW BOTH MY ACADEMIC AND DISCIPLINARY RECORD TO VERIFY THE INFORMATION RECORDED IN THIS APPLICATION TO BE TRUE.

APPLICANT’S SIGNATURE__________________________  DATE__________________________

PROOF OF ELIGIBILITY TO WORK IN THE U.S. WILL BE REQUIRED UPON EMPLOYMENT.  

REV. 10/17
REFERENCE FORM FOR UAF RESIDENT ASSISTANT

A

TO BE COMPLETED BY THE APPLICANT

NAME

LAST NAME FIRST NAME MIDDLE NAME

I authorize the person named below to submit a reference for me for the position of Resident Assistant.

☐ I DO / ☐ DO NOT (check one) waive my right to access to this reference form once it has been written by:

Printed Name and Title of Individual Completing Recommendation ____________________________________________

APPLICANT’S SIGNATURE ______________________________________ DATE __________________________

NOTE TO APPLICANT: If you currently reside on campus, one reference must be completed by a Resident Assistant, either by your current RA or by a past RA. The other reference should be completed by a previous/current employer or any member of the university community - including faculty, staff, or other students. Relatives and RD/ARDs are not permitted to complete a reference on your behalf.

B

TO BE COMPLETED BY THE RECOMMENDER

The person named above has applied for a Resident Assistant position with the Department of Residence Life at the University of Alaska Fairbanks. Resident Assistants provide peer leadership for a diverse group of up to 50 students. They assume responsibilities for designing and implementing programs, fostering a positive community conducive to academic success, and enforcing campus policies and regulations. Resident Assistants must possess excellent interpersonal skills and the ability to make independent decisions. We appreciate your candid appraisal of the applicant in terms of the qualities listed below.

<table>
<thead>
<tr>
<th>APPLICANT QUANTITIES</th>
<th>BELOW AVERAGE</th>
<th>AVERAGE</th>
<th>ABOVE AVERAGE</th>
<th>EXCELLENT</th>
<th>UNABLE TO JUDGE</th>
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<tr>
<td>Self-Confidence</td>
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<td>Concern for Others</td>
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<td>Emotional Maturity</td>
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<td>Initiative and Motivation</td>
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<td>Leadership Potential</td>
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<td>Dependability</td>
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<td>Communication Skills</td>
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<td>Ability to Work with Others</td>
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<td>Integrity &amp; Ethical Behavior</td>
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<td>Ability to Work with Diverse Populations</td>
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<td>Creativity</td>
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<td>Ability to Manage Time Effectively</td>
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C

TO BE COMPLETED BY THE RECOMMENDER

Please include any additional comments about the qualifications of this applicant for the Resident Assistant position.

______________________________________________________________________________________________________________________________________

Do you have any reservations in recommending the above student for the position of Resident Assistant? If so, please explain.

______________________________________________________________________________________________________________________________________

How long have you known the applicant? ______________________________________

In what capacity have you known the applicant? ______________________________________

PRINTED NAME ________________________________ SIGNATURE ______________________________ PHONE __________________________

ADDRESS ____________________________________________________________________________________ DATE __________________________

PLEASE RETURN THIS FORM TO THE DEPARTMENT OF RESIDENCE LIFE