

Summer Bridge Resident Assistant

Position Description: The Summer Bridge Resident Assistant (Summer Bridge R.A.) is a live-in student staff member who has administrative and programming responsibility for incoming college freshmen who are eligible for a six-week, intensive summer program-scholarship. The Summer Bridge R.A. will act as a RA-Mentor, providing these incoming students with a live-in, near-peer who can assist with navigating both the Summer Bridge Program and university life (consideration will be given to previous Summer Bridge Scholars). In addition to an extensive training process, the Summer Bridge R.A. is expected to uphold the Summer Bridge Program Code of Conduct and to report to and attend weekly meetings with the Associate Director of Residential Life, the Director of Multicultural Student Affairs, and the Summer Bridge Coordinator. The Summer Bridge Resident Assistant will also be responsible for summer camp and conference duties, as assigned by Residential Life. The expected average time commitment for the position is 20 hours per week.

Summer Bridge Duties and Responsibilities:

- Preparing and distributing Summer Bridge Scholars Program packets.
- Participating in check-ins and check-outs for Bridge participants and camp/conference participants.
- Upholding the Summer Bridge Code of Conduct.
- Reporting any breaches in the Summer Bridge Code of Conduct.
- Modeling suitable academic, professional, and social behavior.
- Maintaining a community atmosphere that is conducive to student social and academic success.
- Attending weekly program meetings.
- Assisting in preparation of rooms and facilities for guests.
- Facilitating teambuilding, social, educational, and recreational programming.
- Attending program ceremonies.
- Participating in weekly events.
- Serving as a resource to residents. This may include making referrals for campus services, facilities, or activities, sending students to academic advisors, and making them aware of other UMKC personnel, functions, facilities, and activities.
- Working with students who have conflicts or problems (i.e. roommate conflicts, homesickness, adjustment to school, etc.) and knowing when and where to refer students experiencing problems.
- Maintaining a presence in the building and being available to students.
- Enforcing of University and Residential Life policies.
- Administrative activities related to the operation of their building, including but not limited to processing work orders, on-call duty, duty at desk/office, giving tours to prospective students, turning in reports, processing check-ins and check-outs, etc.
- Acting as liaison between residents and Residential Life administration.
- Acting as liaison between residents and Summer Bridge administration.
- Attending weekly staff meetings.
- Other duties as assigned.

Remuneration for RA: Residential Life scholarship, which covers the cost of your room and a meal plan