Graduate Assistant for First-Year Student Success
Residence Life and Housing
University of Delaware

Context of the Position:

The Graduate Assistant for First-Year Student Success works to support Residence Life and Housing in-hall staff and major Residence Life and Housing initiatives and events. The GA serves as an advisor and facilitator of residence hall and departmental student engagement opportunities toward student success. Within each residence hall, opportunities exist for students to become involved and make meaningful contributions that will improve the experience of residence hall students. The primary role of the GA is to support those efforts, with a focus on supporting students who engage in the opportunity to take on leadership roles and make contributions to their floor community with a special emphasis on piloting innovative engagement approaches and producing analysis for consideration of broader First-Year application. The GA can expect to plan and execute training and development opportunities for Resident Assistants and student leaders. Most of these duties are expected to be coordinated and facilitated in-person in the residence halls and assistantship hours will be non-traditional in nature. This position is required to live on campus in a one-bedroom apartment in the assigned residence hall. The Graduate Assistant for First-Year Student Success is supervised by a Residence Hall Coordinator (RHC) and receives direction from the Associate/Assistant Directors.

Major Responsibilities:

Community Engagement Support:
- Collaborate with the Senior Resident Assistant (SRA) on the semesterly Involvement Fair, with direct oversight on developing an outreach system (building-wide and for each RA) for each semester to connect students to opportunities around campus based on goals identified during the fair.
- Develop, implement, and assess a “Resource Connections” series (passive and active initiatives) based on campus resources that first-year students can utilize for academic and career success (Handshake, Office of Academic Enrichment, etc.)
- Serve as a liaison to the NET (Neighborhood Empowerment Team) Mentor and NET Captains, including hosting at least one collaborative meeting with each community’s NET Captain(s) and RA to develop semester engagement goals, identify strategies to achieve those goals, and reflect on successes and challenges of the NET Community
- Provide oversight to NET Community Programs (formerly You+2) approvals and develop new and innovative opportunities for residents to reflect on their contributions in planning and executing their programs
• Support RHC supervisor in promoting initiatives designed to build capacity in residence hall students to employ effective interpersonal skills in their daily interactions with a diverse community of residents
• Develop advanced and innovated methods to identify and recognize student contributions to the residence hall community. Assist students in recognizing the impact of their contributions and amplify individual contributions to communities
• Develop and maintain a community visual series, showcasing campus events, resources, and opportunities related to departmental outcomes for students
• Develop a “Contribution Coaching” series, during which residents can set up appointments to work on goal-setting, reflect on their contributions within departmental and campus engagement opportunities, and identify additional strategies to increase their exposure to campus events and opportunities
• Develop a “Roommate Goals Coaching Session” for students to attend for a 1:1 coaching experience to identify strategies to work through conflict with their roommates; investigate the potential for student peer-mediation leaders
• Meet with each RAILE participant in community at least once during their RAILE experience so provide additional guidance and support, beyond the Guide RA
• Oversee community engagement initiatives within the South Academy Idea Lab and Interactive Kitchen. Work with and recruit residents, RSOs, and academic groups to host programming initiatives in these spaces.
• In collaboration with RHC, create Idea Lab in-person and virtual demos, highlighting the features of this space that allow students to collaborate and innovate; this may include training and supervising students in the building as Idea Lab Coaches.

Departmental Initiative Support:
• Assist with the implementation of the Strengthsquest Community Pilot Program, including developing and facilitating workshops in collaboration with professional staff and coordinating student participation in initiatives.
• Support RA Selection Committee’s ‘Selection Ambassador’ pilot to coordinate outreach initiatives departmentally and with campus partners
• Partner with the Graduate Assistant for Intercultural Engagement to support and coordinate aspects of First-Year Area initiatives designed to increase cultural fluency or intercultural engagement among students
• Develop an in-hall Spring Welcome Plan for World Scholars, Delaware in DC, new International, and transfer students to complement their Spring Into Success and NSO experience; this will include developing an initiative to highlight World Scholar’s experience when abroad to their new floor communities
• Support Leadership Development Committee’s implementation of Skills Development Badging series, including developing and facilitating leadership workshops for various RLH leadership organizations and developing marketing and promotional materials
• Provide assistance to RA Training Committee during summer training to facilitate Spirit & Teamwork Initiatives (spirit, recognition, camp activities etc.) during on-campus and off-campus training experiences
• Provide departmental assistance to the coordination of Admissions Events, including Blue & Golden Days and Decision Days

Living-Learning Community Support:
• Co-Coordinate with the LLC Initiatives and programming efforts (with RHC) to provide logistical support to LLC programs
• Develop a resource guide for LLC students that supplement the Faculty Connections Program Plan Initiative, focusing on how students can utilize and leverage faculty
• Develop an ongoing resource bank of RLH programming initiatives to contribute toward a Living-Learning Community Handbook for faculty coordinators
• With LLC faculty / staff, coordinate Parent and Family Weekend “Meet the Faculty” event
• Create LLC-specific content for building newsletters, social media, and other communication mediums
• Meet with LLC Coordinator / Peer Mentor quarterly to discuss successes and challenges and develop strategies for student engagement in LLC programs

Building Leadership:
• Attend weekly staff meetings and co-facilitate team-building and development activities for Resident Assistants
• Host weekly office hours in South Academy for both students and staff to attend coaching sessions as outlined above
• In consultation with RHC supervisor, co-coordinate service and “Weekly Engagement” initiatives implemented by the building to increase opportunity for student learning and intercultural engagement
• Co-Advise Community Council; provide direct oversight of VP of Programming and the Programming Chairs to further advance intercultural, service, and sustainability efforts in the community.
  ○ Work with Multicultural Chair to implement two programs per semester specific to content shared through Intercultural Awareness Series
  ○ Work with Service Chair to implement two programs per semester specific to developing the community’s exposure to civic engagement
• Provide oversight to RA Collateral Committees, including the NET Mentor and Engagement Team
• Attend periodic all-staff and departmental business meetings as assigned/coordinated by supervisor in addition to weekly one-on-one meetings with supervisor
• Utilize departmental assessment measures to identify areas of growth for the building, specifically focusing on awareness of and participation in engagement opportunities
• Assist in opening and closing of residence halls as directed by RHC supervisor at the beginning and end of fall, spring, and winter sessions, as well as vacation periods
• Attend periodic departmental training sessions as assigned by supervisor
• Attend Resident Assistant Training to assist in the facilitation of staff learning and team development throughout the year
• Perform other duties as directed based on departmental, area, or in-hall needs

Qualifications:

Graduate Assistants must be full-time, matriculated students in a graduate program to be eligible for this, or any graduate assistantship. Additionally, the Graduate Assistant must meet all requirements of the University of Delaware Graduate Student Appointment and must abide by all policies and guidelines specified by the Office of Graduate and Professional Education: http://grad.udel.edu/policies/#fellowship-assistantship.

The Graduate Assistant should have:
• A genuine interest in and willingness to work with students.
• An understanding of student attitudes, concerns, and issues.
• Creativity and the capacity to successfully facilitate and guide learning for student and professional audiences through presentations and workshops
• Demonstrated ability of organizational, computer, and communication skills.
• Demonstrated ability to work independently and within group settings.
• Demonstrated ability to take initiative in a given setting and achieve goals.

Successful candidates will have had experience in one or more of the following areas:
• Residence Life/Campus Housing
• Student leadership
• Volunteer/Service projects
• Student Activities
• Campus Programming
• Conflict Resolution

The Graduate Assistant position will require evening and weekend commitments. If available, Graduate Assistants will be given the opportunity to attend and be paid hourly for training in July and August in conjunction with other Residence Life & Housing Staff.

Compensation:
• Graduate tuition for the fall and spring semesters
• Stipend: $16,000 for academic year, paid bi-weekly

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