



WHITMAN COLLEGE

RESIDENCE LIFE

RESIDENT ASSISTANT APPLICATION PACKET

RETURNING RA

For January – December 2024

THIS APPLICATION MUST BE RETURNED TO THE RESIDENCE LIFE AND HOUSING OFFICE NO LATER THAN MONDAY, OCTOBER 23rd AT 4:00 P.M. STAFF POSITIONS ARE NOT OPEN TO FIRST YEAR STUDENTS UNLESS YOU ENTERED IN JANUARY 2023.

WHITMAN COLLEGE RESIDENCE LIFE OFFICE
2024
RESIDENT ASSISTANT APPLICATION

PERSONAL DATA

Name: (Please print or type) _____
(Last) (First) (Preferred Name) (Gender Pronoun)

School Address: _____ Cell Phone Number: _____

Home, City and State: _____

EDUCATIONAL BACKGROUND AND PLANS

Class Status: _____ Major: _____ Expected Date of Graduation: _____

Cumulative G.P.A.: _____ Last Semester's G.P.A.: _____

Number of credits for which you plan to enroll next semester (including lab): _____

Lab Hours (hours in lab, not lab credits): _____

Will you be participating in athletics next year? No _____ Yes _____

If you will be participating in athletics and/or theater next year, which one(s)? _____

Current extra curricular activities and the number of hours per week each activity requires (include all employment):

Activity	Hours/ week	Activity	Hours/ week
1. _____	_____	4. _____	_____
2. _____	_____	5. _____	_____
3. _____	_____	6. _____	_____

Next semester's extra curricular activities and the number of hours per week each activity will require (include all employment):

Activity	Hours/ week	Activity	Hours/ week
1. _____	_____	4. _____	_____
2. _____	_____	5. _____	_____
3. _____	_____	6. _____	_____

Other Colleges and/or Universities you have attended:

Name	Date	Major	G.P.A.
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Name	Date	Major	G.P.A.
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Previous Residence at Whitman: (List most recent location first.)

<u>Living Unit</u>	<u>Date</u>	<u>Resident Assistant</u>

EXPERIENCE: List any leadership positions, activities, or work experience during the past two years which contribute to your qualifications for a Resident Assistant position. Also, indicate any courses you have taken you feel have enhanced your skills as a potential Resident Assistant.

REFERENCE: List below the reference you have chosen to write a recommendation for you. This recommendation may be written by faculty, administrative staff, or an employer.

You may choose to have your recommendation mailed, delivered by the recommender or e-mailed. HOWEVER, if this material is not mailed, delivered or e-mailed directly to the Residence Life Office, they cannot be considered confidential even though they are signed. You may have your recommendation mailed to:
Residence Life
Whitman College
345 Boyer Avenue
Walla Walla, Washington 99362

Delivered to Memorial Building 130 (if from a faculty or staff member on campus)

Or e-mailed to on_campus_housing@whitman.edu

Reference form or letter of recommendation due by noon on Friday October 27th

NAME: _____ PHONE NUMBER _____

Returning RA Application Supplement

1. Please submit a “targeted” resume with a cover letter that explains why you want to re-apply. We are looking for a more extensive cover letter than you might use for a more general job search.

These additional documents are due Monday, October 23rd by 4:00 PM. The cover letter should discuss the following issues:

- Your continued interest in the RA position and how you plan to keep yourself motivated through your 3rd and 4th semesters as a student staff member?
 - Now that you have had a year’s experience, what goals would you set for yourself as a returning staff member?
 - What you plan to do differently during your second term as a staff member?
 - What risks might you take to challenge yourself and take a leadership role within a new staff?
2. On a separate sheet please write a paragraph or two that mentions highlights from your year as an RA. This can include, (if you want to) a program ad, photo, note from a resident, a log entry, etc. that represents your year (we can return any original materials).
 3. Fill out the attached schedule sheet, listing **current** activities, classes (include course name), etc., during which you are not available this semester. Leave other times blank and return it with this application.

Current Schedule (List of Current Classes/Activities) for _____

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
8:00								8:00
9:00								9:00
10:00								10:00
11:00								11:00
12:00								12:00
1:00								1:00
2:00								2:00
3:00								3:00
4:00								4:00
5:00								5:00
6:00								6:00
7:00								7:00
8:00								8:00
9:00								9:00
10:00								10:00

RESIDENCE LIFE ******Please Indicate your Current Actual Classes/Activities ~ Don't just X out a box******

TURN IN BY 4:00 P.M. ON MONDAY, OCTOBER 23rd, TO THE RESIDENCE LIFE OFFICE

**STUDENT STAFF APPLICATION
PREFERENCE SHEET FOR 2024**

Your Name

We will attempt to match you with your area of interest; however, the needs of the Residence Life Program will be the final consideration. There are positions in the following halls:

Anderson Hall	College House	Douglas Hall	Interest House Community
Jewett Hall	Lyman House	Prentiss Hall	Stanton Hall

- (1) To which types of Residence Halls do you feel you could best contribute? Indicate your preference for each type of Residence Hall by using the following letter system:

A - I would love to work there
B - I would be satisfied working there
C - I am lukewarm/uncertain about working there
D - No, I do not want to work there

You may use any combination of letters and you may use letters more than once (for example you may use all "As"). Remember, the more flexible you are in your preference, the more opportunity we have to place you.

_____ Prentiss Hall (mixed class House/Hall with 1st year students)

_____ Anderson Hall / Jewett Hall / Lyman House (1st year students only)

_____ College House / Douglas Hall (mixed class with no 1st year students)

_____ Stanton Hall (sophomore students only)

_____ Interest House Community

- (2) Please explain your response to question 1.

(over)

- (3) Please indicate in which types of living groups you would be comfortable being an RA (mark all that apply):

_____ Mixed-gender section (College House, Douglas Hall, Jewett Hall, Lyman House, Anderson Hall, Stanton Hall and all Interest Houses)

_____ All women section (Anderson, Jewett and Prentiss)

_____ All men section (Anderson and Jewett)

- (4) Would you like to be considered for a Senior Resident position? (**You do not have to be a senior or have already been an RA to be a Senior Resident.**) There are two SR positions: one each in Anderson and Prentiss. The SR job in Anderson has a small section that they are responsible for as well. The SR in Prentiss has a small section and works with the sororities. The jobs are different for each hall but generally include working closely with the RD on hall council and various organizational aspects of running a hall. ***Please refer to the salmon colored sheet in the application packet for more detailed information including other duties that are building specific.***

No _____ Yes _____

If yes, which halls and why?

- (5) Are you considering working in an Interest House? If yes, please state which Interest House(s).

What experiences do you have that would qualify you for working in an Interest House? (For instance, what classes have you had at Whitman? If you're interested in a Language House, how fluent are you in the language, etc.?). Attach an additional sheet if needed.

Why are you interested in this/these particular House(s)?

- (6) Any additional comments?

STUDENT RESIDENCE STAFF POSITION RECOMMENDATION FORM

RESIDENCE LIFE
WHITMAN COLLEGE
WALLA WALLA, WA 99362
FOR 2024

**RECOMMENDATIONS ARE DUE IN THE RESIDENCE LIFE OFFICE NO LATER THAN NOON ON
FRIDAY, OCTOBER 27, 2023.**

Applicant: You must submit one recommendation form. Those eligible to write recommendations are faculty, administrative staff, or employers. Current Whitman students and Resident Directors are not eligible as references. Please print or type your name in the blank and sign the waiver below.

(Applicant's name) _____ is seeking a position on the 2023 residence hall staff. Resident Assistants and Senior Residents are students who live in college residences and help create a supportive community environment that contributes to individual growth. R.A's and S.R.s usually work as members of a staff team in collaboration with Resident Directors. Staff members are key to the creation of educational opportunities in the residence halls which complements and extends classroom learning. Specifically, residence staff members are expected to be available to students; to participate in hall activities; to provide counseling and referral; to promote social, cultural, and educational programs in the residences; to explain and enforce residence halls policies; and to create opportunities for students to clarify their interests, values, and attitudes. R.A.s and S.R.s help build community spirit and guide residents in assuming responsibility for their personal and communal lives.

Request for Recommendation and Waiver of Inspection Rights

I request the completion of this recommendation form. I waive any right to examine this statement in order that its confidentiality might be preserved.

Date: _____ Signed: _____

THE ITEMS BELOW SHOULD BE ANSWERED BY THE PERSON WRITING THE RECOMMENDATION:

Your Name: _____ Your Position: _____

Your relationship to the applicant (circle):

Professor Administrator Friend Employer Other

How well do you know the applicant personally? Very Well Hardly at all

5 4 3 2 1

Please answer the questions on the following or, if you prefer, submit a letter of recommendation, commenting upon the applicant's suitability for a student residence staff position.

(OVER)

MATURITY: Sense of identity; integrity; reliability; emotional stability; good judgment; defined personal and academic interests:

ENERGY AND CREATIVITY: Demonstrated initiative in academic and extra-curricular areas; ability to generate enthusiasm in others:

ORGANIZATIONAL ABILITY: Demonstrated ability to initiate, organize and follow through on projects; ability to involve others in projects:

OPENNESS TO OTHERS: Ability to listen effectively, to hear other points of view, and to offer and receive constructive criticism; ability to work with others; openness to others of a different background; warmth:

LEADERSHIP SKILLS: Willingness to assume responsibility and leadership roles and to exercise authority; ability to delegate tasks and to manage time effectively:

Overall, please evaluate this applicant's candidacy for a Student Residence Staff position.

- () Recommend very highly
- () Recommend highly
- () Recommend
- () Recommend with reservations
- () Do not recommend

Signature of Evaluator_____ Date _____

**Return this form to Residence Life, 130 Memorial building or
E-Mail to on_campus_housing@whitman.edu**

No later than NOON Friday, October 27, 2023

If interested in a digital form, please email us at on_campus_housing@whitman.edu and let us know.

Thank you!!