



# WHITMAN COLLEGE

## RESIDENCE LIFE

### RESIDENT ASSISTANT APPLICATION PACKET

**For January – December 2024**

***THIS APPLICATION MUST BE RETURNED TO THE RESIDENCE LIFE AND HOUSING OFFICE NO LATER THAN MONDAY, OCTOBER 23<sup>rd</sup> 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>
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**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](mailto:on_campus_housing@whitman.edu)

Reference form or letter of recommendation due by noon on Friday October 27<sup>th</sup>

NAME: \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

1. Include a picture, drawing or quote that depicts some aspects of your life and explain its significance. Please make sure this question explains something about you we would not learn about otherwise.

**Continued**  
**Questions 2-7 follow on next page**

PLEASE TYPE YOUR RESPONSES TO THE FOLLOWING QUESTIONS. APPLICATION MUST BE TYPWRITTEN. YOU MAY ATTACH ADDITIONAL SHEETS.

2. Comment on three of your strengths and three areas of growth relating to the R.A. position.
3. Which programs and activities done by hall staff members (including your R.A.) where you have lived did you find to be particularly beneficial?
4. What type of programs and activities would you like to plan and implement in the future?
5. What do you anticipate would be the most difficult aspects of this position?
6. How time-consuming do you anticipate the R.A. position would be?
7. Describe your ability to relate to individuals of marginalized groups. Include opportunities you have had to use interpersonal skills.

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 23<sup>rd</sup>, TO THE RESIDENCE LIFE OFFICE

**STUDENT STAFF APPLICATION  
PREFERENCE SHEET FOR 2024**

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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 1<sup>st</sup> year students)

\_\_\_\_\_ Anderson Hall / Jewett Hall / Lyman House (1<sup>st</sup> year students only)

\_\_\_\_\_ College House / Douglas Hall (mixed class with no 1<sup>st</sup> 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](mailto: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](mailto:on_campus_housing@whitman.edu) and let us know.\***

**Thank you!!**