

Residence Staff @ King's



If you need more information or have other questions speak with an RA, a Residence Manager or email us.

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Your guide for
frequently asked
questions

How much time a week will I spend as an RA?

Beginning in training week, which occurs at the end of August, you will spend 7 days a week, 24 hours a day being an RA. You will enter what we in the business refer to as the fish bowl effect. You are an RA everywhere you go and everyone will view you as such. You become a role model and a mentor. Many will look to you for guidance and observe what you do and what you say. This does not mean you must change who you are, but you should be aware that with the title comes the spotlight.

Concerning duty, the number of hours a week will be dependent on your commitment and time put towards the position. On average, RAs work up to 10-15 hours a week in scheduled and unscheduled duty.

Am I required to open and close the residence and what may that entail?

Yes, all RAs are required to be present for opening and closing the residences. Opening would entail preparing the floor to welcome the residents of your unit; in September performing inspections of your unit for needed repairs.

Closing duties would entail checking out students at the end of the school year and securing their room once they have left.

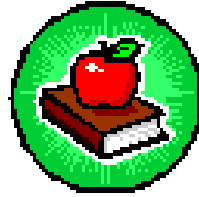
Am I required to be present for all holidays?

RAs are not required to be present for all holidays. However, we recognize the following holidays in which we have a holiday duty schedule in place: Homecoming, Thanksgiving, Halloween, the last 4 days of December exams, First Weekend of January, First half of reading week, second half of reading week and the Easter weekend. Each staff member is required to select one of these times in which he/she will be on campus for on-call duty.

What kinds of issues can I expect to encounter in this type of position?

You will come across a variety of issues of varying degrees of seriousness including, depression, homesickness, relationship issues, drug and alcohol abuse, social and academic concerns. Your main role is to be there to listen, and if applicable provide a referral in which to direct the student to actively address their issue of concern.

Can I hold another job in addition to being an RA?



After your academic commitments, your position as an RA **must** be your #1 priority. However, we understand that RAs may need to work additional hours in order to pay for their education and living expenses. RAs may also have additional extracurricular commitments outside the scope of academics and residence life. If it is determined that performance as an RA is suffering, an RA will be asked to revise and cutback his/her level of outside commitments.

What do RAs get paid?

The position stipend for 2012-2013 will be approximately \$6300 gross (including vacation pay). Payroll taxes will apply to this stipend. This income must be reported to OSAP.

All RAs must purchase a meal plan. The 2012-2013 RA residence fees, including Meal Plan 1, will be approximately \$8800.

How many meetings do I have to attend?

Staff meetings are vital as they ensure you are updated on policies, procedures and the events taking place on campus. These meetings will also be used as an opportunity for team building activities and on going in-service training for staff.

Generally, there will be a staff meeting every other week lasting 1 – 1.5 hours in duration. If you are involved in a disciplinary meeting for a resident these meetings can last from 10-20 minutes depending on circumstances. These are sporadic in occurrence and only apply to situations in which you were involved. Finally, there will also be check in meetings individually and as a unit with co-RAs. The informal check-ins will occur throughout the year. The

formal check-ins take place once midway through the term and another in the form of formal mid-year evaluation in December.

What training will I receive?

To ensure you are prepared as much as possible to undertake the position of RA, you will be engaged in 8-11 days of intense training. The training will consist of 8-10 hour days of interactive sessions, presentations, role-play and team building activities. Training will start during the 2nd last week of August. Attendance at training is mandatory.

What does being on duty entail?

You will be scheduled for 1-2 shifts a week, up to 5 times a month. Duty usually consists of a call shift and/or rounds shift. Sunday through Wednesday call shifts entail staying on campus from 4:30pm-9am the next morning to respond to any issue that may take place in or around the residences. Thursday – Saturday on a call shift you will have the same obligations, but you will also perform

one set of rounds in and around the residences once at night (weekend call-duty, 4:30pm-2pm the next morning). During rounds duty on Wednesday – Saturday nights you will be on campus patrolling the residences. The first round begins at 10pm and the last begins at 2am.

What does residence programming entail?

To encourage positive community building we implement various activities or programming events, in addition to periodic individual meetings with residents. Programs observe themes of an academic, social, health and wellness, and safety nature to name a few. The programming can be passive, such as info boards and handouts, or active programming such as trips and dinners. Staff are expected to organize events for their unit throughout the year as well as participate in the planning of residence wide events.

