

2018-2019 Resident Advisor Recruitment F.A.Q.

Do I have to live on-campus to be eligible to be a RA?

- No. All full-time students are eligible to apply for the RA position.

Minimum Requirements

- Full Time Student
- Good Standing Academically
- Good Standing with SJSU Student Conduct and UHS

What do you mean by full-time student?

- All RAs must maintain 12 units (undergrad student) or 9 units (graduate).
***Some majors or students have department requirements which may be below these unit totals; any student in this situation must provide official documentation from their department stating this if under above requirements.*

What is the “Good Standing” candidates must have/maintain?

- Academic Good Standing – 2.5 GPA (semester and cumulative)
- Student Conduct Good Standing – RA candidates cannot be on probation from SJSU Student Conduct or UHS at the time of application (January 12th). If you are on probation through that date, you are ineligible to apply for the RA position for 2018-2019.

Student Leader Appointment vs. Employee

- The RA position is not an “employee” with SJSU or University Housing Services.
- The RA position is a “student leadership appointed position”, and a student’s appointment is based on: being a student; meeting the minimum requirements; performing assigned tasks; maintaining a positive attitude while working with students and other SJSU officials; and additional duties outlined in the 2018-2019 Resident Advisor Job Description (updated as of December 6th, 2017).
- The RA Position appointment is a 20 hour a week time commitment during the academic year, including but not limited to: engaging residents; planning events; serve as first responder to emergencies/crisis; attending meetings; etc.
- TIME RESTRICTION: RAs are allowed up to 15 hours of dedicated outside commitments (outside job, student organizations/clubs, etc.), and must be approved by the RAs assigned Residence Life Coordinator. For questions about this, all successful candidates will receive an outline of this expectation following the recruitment process.

When are RA Interviews?

- UHS will do a grades and student conduct check, then review any eligible candidate’s resume/application questions for first screening.

- Feb 5th, all candidates will be notified of either:
 - “Not Moving forward in the process” which is a notification of not being offered an interview.
 - “Invitation to Group Process” which is the first interview step.
 - Group Process will take place on both the afternoon of Feb 9th and Feb 10th (each candidate moving forward will need to attend only one Group Process date).
 - Any individual interview will be offered after Group Process has been concluded.

Mandatory Training and Position Start Date

- The first day for RAs for 2018-2019 is Sunday, August 5th by 5pm. All appointed RAs will need to arrive at this time to attend Fall RA Training.
- All RA Training (Fall/Spring) is mandatory, and consists of providing instruction and development of RA team on all policies, procedures and processes to function within the RA role.
 - Fall RA Training and Residence Hall Opening: August 5th – August 20th
 - Spring RA Training and Residence Hall Opening: TBD (but will be near 2nd or 3rd week of January).