

## **Rhode Island College Student Activities/Residential Life & Housing Graduate Internship**

**Term of Employment:** August 1, 2018 – May 31, 2019 (exact dates are flexible; limited work necessary during winter break)

**Compensation:** \$18-20/hr; Single Room (TBD); Meal Plan

**Number of Hours:** 25 hours/week.

**Supervisors:** Interim Assistant Director, Student Activities; Director, Residential Life & Housing

**Application Deadline:** Open until filled; priority consideration given to individuals who apply by Wednesday, February 19<sup>th</sup> at 4PM.

The Office of Student Activities oversees a series of campus events, student program assistants, leadership programming, Greek Life, and student organization support services.

The Office of Residential Life and Housing at Rhode Island College is an on-campus community that strives to meet students' academic developmental, and social needs. Our six (6) residence halls offer traditional corridor- and suite-style housing, the program supports a community based on personal responsibility, where there is an appreciation of individual differences and a respect for individual rights.

### **Student Activities Responsibilities (Approx. 20 hrs/week):**

- Co/Advise the Programming Events Board and Office of Student Activities student staff to ensure regular programming that meets the needs of our diverse student body.
- Coordinate and plan weekend events.
- Assist Student Activities staff with Greek Life programming including council advising, retreat planning, new member education, and other educational programs.
- Coordinate community service initiatives including the Martin Luther King Day of Service.
- Assist with student organization training and development.
- Assist with the management of social media accounts.

### **Residential Life & Housing Responsibilities (Approx. 5 hrs/week; plus on-call responsibilities)**

- Primary advisor to the Residential Student Association, a student organization
- Assist in occupancy and facility management
- Provide residential education and student development utilizing mediation, conflict resolution, disciplinary meetings, educational sanctioning, and appropriate referrals
- Serve on residential crisis response team
- Oversee residential program planning and assessment that enhances student learning and academic success
- Implement department and campus initiatives through meeting and committee involvement

In addition, the position provides general support for the entire Student Activities and Residential Life & Housing missions, including, but not limited to, on-site supervision for department-sponsored and campus-wide programs, assistance with new initiatives, as well as being familiar with all policies and procedures related to student organizations and event planning.

The intern should be able to take initiative, work autonomously, and have a strong interest in connecting with students. May be assigned special projects as needed.

For more information on the Office of Student Activities, visit:

<http://www.ric.edu/student-activities/Pages/default.aspx>

For more information on the Office of Residential Life & Housing, visit:

<http://www.ric.edu/residential-life/Pages/default.aspx>

**Applicants must be enrolled at least part-time in the URI College Student Personnel Graduate Program.**

**Preferred Qualifications:** Experience with student programming, student leadership programs, community service, fraternity/sorority life, and/or residential life.

**To Apply:** Apply through the URI CSP Graduate Assistantship and Other Employment Opportunities website

<https://cspemployment.apps.uri.edu/>