



Multicultural Resident Assistant (MRA) – Job Description

Time Frame: August 11, 2019-May 1, 2020

Commitment: 20 hours each week

Reports To: Area Coordinator

Scholarship: 50% of room and board

The Multicultural RA serves within the residence hall as a peer leader, intentional friend, team member, affinity group administrator, and event planner for 12-25 multicultural students, as well as a voice for multicultural concerns/opportunities throughout the area.

General Qualifications:

Be a traditional Corban student who has completed at least two semesters at Corban and...

1. Demonstrates an authentic relationship with Jesus.
2. Demonstrates multicultural awareness, knowledge, and skill.
3. Displays collaborative leadership strengths.
4. Exhibits peer leadership abilities.
5. Is able to work unpredictable/irregular hours.
6. Is in good standing with campus offices.
7. Practices effective organizational skills.

Academic Qualifications:

Be registered as an undergraduate student at Corban who...

1. Possesses a cumulative G.P.A. of 2.5 or higher
2. Registers for at least 12 undergraduate credits at Corban per semester
3. Registers for no more than 18 credits per semester
4. Registers for no more than 4 credits at any other institution or at the graduate level per semester



Responsibilities:

Policies and Procedures

1. Be familiar and compliant with Corban's Student Walkthrough as well as basic residence hall policies and procedures.

Residence Halls

1. Assist in the opening and closing of the residence halls each semester
2. Develop leadership opportunities for returning residence hall students
3. Facilitate an affinity group within your area
4. Orient new multicultural students to the residence halls and Corban's campus
5. Promote academic success through your own example and a consistency in enforcing quiet and courtesy hours

Relationship Building

1. Encourage and support your residents through the life issues they encounter
2. Foster a comfortable and receptive environment by interacting with your assigned residents on a regular basis
3. Intentionally set goals that will help you and your residents grow toward relational, emotional, academic, and spiritual maturity
4. Maintain an on-campus presence most weeknights and weekends
5. Take advantage of community opportunities by regularly attending Chapel, sport events, drama and music productions, and eating regularly at Corban Dining

Discipline

1. Assist the Area Coordinator (AC) in the mentoring of individual students
2. Exert consistent and proactive disciplinary action when needed
3. Positively communicate residence hall policies and expectations to residents
4. Provide a peace-making presence for roommate conflicts
5. Respond to potentially volatile moments with poise, grace, focus, etc.

Safety

1. Be First Aid/CPR/AED certified and physically prepared to administer basic first aid (training offered on campus)



2. Promptly advise the AC of mental health, behavioral, social, physical and/or spiritual concerns observed within your resident population
3. Provide leadership regarding fire code standards, building evacuation protocols, etc.

Training

1. Attend all training sessions as outlined in the Hiring Process/Training Timeline
2. Attend scheduled Student Leader class
3. Meet bi-monthly with AC
4. Meet weekly with RA team
5. Participate in university committees as requested

Programming

1. Create events that stimulate personal growth of students
2. Design and promote an affinity group for residents
3. Help create and attend monthly residence hall meetings

Other

- Promptly administer various surveys, forms, and reports
- Represent the University with maturity and professionalism
- Support and work effectively with other campus offices
- Support, encourage and pray for ACs, fellow RAs, and University personnel
- Perform other duties as assigned

Job Limitations:

- MRAs cannot be Education majors with Senior Block or the Senior Student Teaching requirements
- MRAs cannot perform academic internships/practicums and be an athlete
- MRAs cannot perform academic internships/practicums and work another job
- MRAs cannot work another job and be an athlete
- MRAs cannot work or volunteer (apart from Reach) more than five total hours a week