



Resident Assistants [RA] are student employees of Franklin College reporting directly to a professional staff member in the Office of Residence Life. RAs promote the safety of students while creating an engaging environment within their residence halls. RAs assist with the operations of the residential community which include, but are not limited to, health and safety checks, key audits, check-in and check-out processes.

Essential Functions

- Be available and present when the residence halls are open.
- Create and encourage a sense of community in the residence halls by planning a variety of programs and bulletin boards, assisting individual students, and addressing issues in the community.
- Serve as a mandatory reporter for discrimination, harassment, and related misconduct
- Role model, enforce, and report concerns involving Franklin College policies and Residence Hall regulations.
- Participate in Weekday duty 7:00 pm to 8:00 am the following morning.
- Participate in Weekend duty 24-hour duty beginning 7:00 pm on Friday through 8:00 am on Monday.
- Participate in regularly scheduled rounds.
- Attend all staff meetings, in-services, and training sessions.
 - Training sessions will often occur prior to the start of a semester and RAs will be expected to arrive early and stay late to open/close the residence halls.
- Effectively communicate with residents and your supervisor.
- Fulfill administrative requirements such as opening and closing the halls, completing Room Condition Reports, assisting with lockouts, posting cleaning notices, etc.

Other Employment

Due to the demands of this position, Resident Assistants cannot exceed an average of 15 hours of work (hourly, stipend, or internships) per week outside of the Resident Assistant position. Regarding on-campus employment, work study and international students with student visas can work all 15 hours at Franklin College. Resident Assistants without work study can only work 8 hours on-campus but they can work at an off-campus job for the remaining hours.

Resident Assistant Compensation:

The Resident Assistant position is a part-time student leadership position which is not eligible for any benefits including medical, dental, or retirement. In return, staff are compensated with a room and board credit directly to their student account for Fall Semester, Immersive Term, and Spring Semester. Resident Assistants also receive a parking permit fee waiver and returning staff members receive a stipend. This compensation information will be shared with the Financial Aid office and may influence your financial aid package.

Resident Assistants are hired for an academic year Fall-Spring semester. RAs who are released from their position are required to live on campus for the remainder of the year. RAs who choose to resign in order to commute may be charged with a housing cancellation fee.

Resident Assistant Employment Period

The Resident Assistant appointment is for one academic year. Employment begins with Resident Assistant Training (approximately 15 days before classes begin in August) and extends through 5:00 PM on the day after commencement in May.

Equal Opportunity Employment:

Franklin College is committed to providing an inclusive and welcoming environment and to ensuring that educational and employment decisions are based on individuals' abilities and qualifications. Consistent with these principles and applicable laws, it is therefore the College's policy not to discriminate on the basis of age, color, disability, gender, gender expression, gender identity, genetic information, national origin, marital status, race, religion, sex, sexual orientation or veteran status as consistent with the Policy on Prohibited Discrimination, Harassment and Related Misconduct. No person, on the basis of protected status, shall be excluded from participation in, be denied the benefits of, or be subjected to unlawful discrimination, harassment, or retaliation under any College program or activity, including with respect to employment terms and conditions. Such a policy ensures that only relevant factors are considered and that equitable and consistent standards of conduct and performance are applied.

Resident Assistant Position Requirements

Any applicant not meeting these requirements may be dismissed from the applicant pool or an employment offer may be rescinded.

- Possess and maintain a 2.50 or higher cumulative GPA
- Be in good judicial standing (i.e. not on judicial probation)
- Have at least two full semesters of residential living experience in a residence hall, campus home, or fraternity house before beginning service in the Resident Assistant position (i.e. first-year and transfer students are eligible to apply if they live on campus for Fall semester and Spring semester)