

Residential Life 2021-22 Selection FAQ

What is the timeline for NEW student staff selection?

- Applications open January 31, 2021 and close March 5, 2021
- Interviews for select candidates will begin on April 19, 2021 and end May 5, 2021.
- Offers: hiring decisions will be sent on a rolling basis beginning May 24, 2021 thru August 2021

Who is eligible to apply?

- Current UCR students and incoming UCR transfer students who:
 - Will be full time UCR students for the 2021-22 academic year
 - Are currently enrolled as a full-time student (12 units for undergraduate/8 units for graduate)
 - Currently have a minimum 2.3 cumulative GPA (some positions require a 2.5 GPA or higher)
 - Be in good standing with the University, Student Conduct and Academic Integrity Programs Housing, Dining & Hospitality Services and Residential Life
 - are not currently a Residential Life Program Advisor or Resident Advisor

All requirements must be met at the time of application submission and must be maintained throughout the selection process

Do I have to have on-campus housing experience/lived on campus to apply?

No, students do not have to have on-campus experience or live on campus to apply. Students should have an understanding of community living.

What if I was offered employment during the 2020-21 selection process and my offer was rescinded to due budget changes?

If your employment was rescinded in 2020 due to budget/occupancy changes related to COVID-19 and you selected “I am interested in 2021-22 Employment” when you filled out the “Residential Life Staff Plans” survey, then you do not need to apply or interview. You will automatically be considered for employment and will receive a hire decision by May 24, 2021. Candidates must maintain their eligibility to receive employment.

If a candidate did not fill out the survey or did not select “I am interested in 2021-22 Employment” or declined an employment offer, they must go through the selection process again.

What are the employment periods?

Residential Life has two different employment periods:

- Academic year (September 2021-June 2022)
- Year Round (September 2021-September 2022).

At the time of application, candidates will be asked to select which employment periods they are available for. It is important that candidates notify the selection committee of any changes to availability during the selection process to avoid becoming ineligible for employment. Employment with Residential Life is good for the employment term offered. Candidates must apply and/or reapply yearly during the selection cycle.

How are PA's/RA's compensated?

PA's/RA's receive a space in an assigned residential community and meal plan paid for by Residential Life. PA's/RA's receive a monthly stipend of \$100.

How will compensation affect financial aid?

Every student's financial situation is unique. Residential Life cannot say for certain how financial aid may be impacted. It is advised that students consult financial aid prior to accepting any employment offers.

What is the selection process?

The selection process consists of an application and interview. Students must completely fill out an application by 5:00pm on March 5, 2021. Applications will be reviewed and evaluated by professional staff in Residential Life. After applications are evaluated, select candidates will be invited to interview with current Residential Life student staff and professional staff members. After interviews, the selection committee will review all candidate's selection materials and make hiring decisions for each candidate.

Where can I apply?

You can apply on Handshake (ID:4353107) or at <https://tinyurl.com/ucrreslifeapp2021>

How are student staff interviews conducted?

Residential Life selection philosophy is rooted in targeted selection (behavior-based interviewing.) Candidates who are invited to interview will be asked a series of behavior-based questions. To best prepare for interviews, candidates should review these helpful resources on behavior-based interviewing:

Interview Skills Handout w/Section on Behavioral Interview Questions

https://studentdocs.ucr.edu/career-center/uc-riverside_career-center_interview-skills-handout.pdf

Ace the Interview Workshop PDF + Recording by Career Specialist w/ Section on Behavioral Interview Questions

PDF - https://studentdocs.ucr.edu/career-center/uc-riverside_career-center_ace-the-interview.pdf

Recording - <https://www.youtube.com/watch?v=XZwwCqtkZcA>

Candidates have the option to utilize the Residential Life mock interview via Standout Mock Interview practice tool. Candidates can log into StandOut via their Handshake account and will find StandOut in the Resources section. Candidates will record themselves responding to pre-recorded interview questions, can watch and re-record. Candidates can submit their recorded interviews to the selection committee for feedback. Please note that the option for feedback is limited and will only be offered from March 29, 2021 until April 9, 2021.

<https://careers.ucr.edu/resources/job-search-strategies/interviewing#practice>.

Please visit: <https://careers.ucr.edu/> for additional resources on behavior-based interviewing and interview preparedness

When will I be notified of a hiring decision?

Decisions will be sent out on a rolling basis starting May 24, 2021. The last group of offer letters will be sent in early August 2021. Candidates can expect to receive one of the following decisions:

1. You have been selected for an PA/RA position for the 2021-22 academic year.
2. You have been selected for an alternate. Meaning if there are any vacancies throughout the 2021-22 academic year, you will be considered for the vacancies.
3. You were not selected for an PA/RA position for the 2021-22 academic year.

Candidates who are selected as a PA, RA or alternate have the option to accept or reject their employment offer as is. Candidates who reject their employment offer will no longer be considered for further employment for 2021-22.

How does Residential Life determine who works in each community?

The professional staff determines who works in each residential community based on departmental needs, student population and community needs. Candidates can express interest in working with different student population when filling out the application. Residential Life will consider candidate's preferences when necessary.

What if I am interested in working in an Academic or Theme Living-Learning Community (LLC) Community?

Students will need to express interest in an Academic or Theme LLC by selecting the community in the application when prompted. In addition, students will need to answer all supplemental questions related LLC/Special Interest communities.

Some LLCs require that students need to be part of the college, major, program or community to be considered for candidacy. Though not required, it is highly recommended candidates obtain a completed reference form from the department that works closely with the LLCs.

- **Honors:** reference from faculty or staff in University Honors
- **Engenuity:** reference from faculty or staff in Bourns College of Engineering
- **CHASS:** reference from faculty or staff in the College of Humanities, Arts & Social Sciences
- **SiMs:** reference from faculty or staff in the College of Natural and Agricultural Sciences
- **Pre-Business:** reference from the Pre-Business Program in CHASS
- **PATH:** reference from staff in the African Student Programs
- **Mundo:** reference from staff in the Chicano Student Programs
- **Stonewall:** reference from staff in the LGBT Resource Center
- **MARKAZ:** reference from staff in the Middle Eastern Student Center
- **Pathways:** reference from staff from Academic Resource Center or Undergraduate Education or Engineering Transfer Student Center
- **Stride 2 Success:** reference from staff from Undergraduate Education

A reference form should be completed for each LLC that is selected as a preference. Reference forms can be downloaded [here](#) or from the application. Reference forms must be submitted by the referee to <http://bit.ly/36cNjL6> by 5pm on March 5, 2021

Can I have additional employment outside of Residential Life?

Due to the nature of the PA/RA positions, staff are expected to prioritize their position in Residential Life. Staff can generally have additional employment with approval from their direct supervisor. Staff should notify their supervisor of additional employment opportunities immediately for approval.

Are there more employment opportunities for candidates not selected for a PA/RA position?

Those not selected for an PA/RA position for 2021-22 are welcome to apply for 2022-23 staff positions with Residential Life. Additionally, you can apply for a Community Assistant positions in Serrano-Cahuilla with American Campus Communities (ACC). For more information about the Community Assistant position, please contact ACC at SerranoCahuilla@americancampus.com.

Where can I find more information about Residential Life and staff positions?

For more information, please visit ucrreslife.wordpress.com

Who do I contact if I have more questions?

If you have additional questions, you should attend a Q&A session. You must register to attend a Q&A session. <http://bit.ly/reslife2021>. You may also contact Rayana Smith, Assistant Director for Recruitment & Development, at rayana.poole@ucr.edu or reslife@ucr.edu

Things to keep in mind....

- Employment is not guaranteed.
- All Candidates should make alternative Housing plans.
- Candidates should talk to current PAs and RAs and professional staff members to gain more insight.
- Residential Life strives to hire students with varying backgrounds, experiences, leadership qualities and strengths. Be yourself throughout the process.
- Applications are due by 5pm PST on March 5, 2021

Apply here: <https://tinyurl.com/ucrreslifeapp2021>