Resident Assistant (RA) Application
Summer Academy to Inspire Learning (SAIL) Program

The Summer Academy to Inspire Learning (SAIL) is an innovative bridge program that serves high school students from underrepresented backgrounds, which include lower income and/or first-generation college students, with the aim of encouraging students to enroll and succeed in college through early exposure and exploration. SAIL is searching for motivated individuals with a passion for working with youth by being a leader and providing mentorship.

**Position: Resident Assistant (RA)**
Supervision of high school students on University of Oregon campus during the SAIL academic summer evening and morning programs. Responsibilities will include: safety awareness, initiating and leading student activities, supervision, campus management, monitoring attendance, engaging and talking with students about goal-setting and the benefits of higher education, facilitating initiative games during dinner and on breaks, assisting with the morning routine, completing tasks as assigned, keeping the Director and Office Staff informed of all concerns, as well as working as a team player. RAs sleep in dorms and are on-call during the night to assist the Lead staff in the event of emergencies.

**SAIL Resident Assistant Expectations and Agreements:**
- Report to Lead Staff, Program Manager, and/or Director
- Follow all SAIL staff policies, UO/Housing policies, and code of conduct
- Create, assist with organizing and supervising the evening activities
- Supervise students with wake-up routine: shower schedules and breakfast until Day program begins
- RA’s sleep in dorms and are on-call for emergencies
- Help facilitate evening activities
- Enforce Leave No Trace (LNT) Policy
- Provide emotional support to homesick students
- High level of safety awareness and risk management decision making
- Diligently enforce no cell policy
- Create a safe, inclusive and supportive environment
- Demonstrate clear and concise communication, conflict resolution
- Maintain a high level of adaptability and be a team player
- Active participation in activities
- Effectively collaborate with co-leader and equally share responsibilities
- Be receptive to constructive feedback
- Be available to Lead staff when needed throughout the night
- Complete tasks as assigned
Qualifications:
- At least 18 years of age and enrolled in higher education
- Desire and ability to work with youth in both an interactive and academic setting
- MUST have a positive “can do” attitude, patience, enthusiasm, integrity and grit
- Ability to manage multiple tasks, be accountable
- Ability to work with diverse group of students & staff
- The ability to take initiative and work both as a team and independently
- Experience with supervision and facilitating activities
- Current Red Cross First Aid & CPR (required)
- Ability to pass background check

Compensation & Benefits:
- Dynamic work environment
- $12.00 hourly wage
- Professional leadership development
- Being a mentor and creating community

Key Dates:
- Staff Training
  - Date: Monday, July 13 – Thursday, July 16
  - Time: 9:00 – 5:00 PM
- Summer Session
  - Date: Sunday, July 19 – Friday, July 24 & Sunday, July 26 – Friday, July 31

Times:
- Sunday 3:00 – 11:00 PM
- Monday – Thursday - 7:00 AM – 9:00 AM & 4:30 PM – 11:00 PM
- Friday 7:00 AM – 9:00 AM & 4:00 PM – 6:00 PM

My signature below confirms my understanding of the position detailed above.

Print Name: _____________________________ Signature: _____________________________

Date: _____________________________
SAIL Resident Assistant Application 2020

NAME: ___________________________________ GENDER: ___________________ DOB: ___/___/____

UO ID: _______________________________ PHONE: _______________________________

EMAIL: __________________________________________________________________________

AGE: ___________ CURRENT YEAR IN SCHOOL: ______________________________

T-SHIRT SIZE (circle one):  S     M      L      XL      XXL

COLLEGE: ___________________________ INTENDED MAJOR: ___________________________

ETHNIC BACKGROUND: Alaska Native American Indian Asian White/Caucasian Black/African American Hispanic/Latinx Other/ Multi-racial

DRIVER’S LICENSE #: ___________________________ STATE: ___________________

PERSONAL REFERENCE: ______________________________ PHONE: ___________________

EMPLOYER REFERENCE: ______________________________ PHONE: ___________________

EMERGENCY CONTACT: _____________________________ PHONE: ___________________

DO YOU SPEAK A SECOND LANGUAGE? IF SO WHAT?: _______________________________

ANY SPECIAL ACCOMMODATIONS REQUIRED? IF SO, LIST: ______________________________
1. What is your previous experience working with high school students and/or youth?

2. Why are you interested in working for SAIL?

3. Do you have experience facilitating activities (groups, sports, games, etc.)? Y N
   If yes, please describe your experience:

1. Do you have your CPR and First Aid Training? Y N
   If so, when does it expire? Date: __________
   *Attach certificate*

2. Staff communicate with the Director and Office Assistant via text and calls for camp-related purposes.
   Do you have access to a reliable phone during camp? Y N

3. Do you have UO van certification? If so, attach certificate and expiration date: __________
I grant the SAIL Program permission to call emergency services or take me to the hospital in the event of an emergency.

Date ___________________ Signature ________________________________________________

Drug and Alcohol Policy

The use, possession of, and/or intoxication from drugs and alcohol are strictly prohibited in the SAIL Program, including at all SAIL sponsored activities. I _____________________________ understand that this is a zero-tolerance policy. I will take responsibility for my actions, be immediately be removed from the program if I defy the policy, and could face prosecution.

The information I give in this application is true and correct to the best of my knowledge. I hereby give the SAIL program permission to contact my references and submit a background check concerning my qualifications to be SAIL staff member. I also give my permission for my references to provide SAIL information about my experiences with them. If appointed as a SAIL staff member, I agree to abide by stated rules and goals for the program, and will fulfill my responsibilities to the best of my ability.

Date_____________________ Signature______________________________________________

OFFICE USE ONLY:

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<thead>
<tr>
<th>Background check cleared</th>
<th>Driver’s/Van certification cleared</th>
<th>Reference check</th>
<th>Interview Completed</th>
<th>First Aid/CPR Certification</th>
<th>Training completed</th>
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