



CONNECTICUT COLLEGE

Office of Residential Education and Living REAL Student Staff Application

- ___ Applications are due **February 8th, 2013 by 2pm**. Late applications will not be accepted.
- ___ You must sign up for an interview with a Professional Staff member/HF when you drop off your application. Do not schedule an interview with your current Housefellow.
- ___ Group process will take place on Saturday, February 23rd and, with approval due to special circumstances, on Friday, February 22nd. This is a mandatory part of the process. No make-up sessions will be offered.
- ___ This position will become your primary leadership role on campus.
- ___ You must be in good standing socially, academically and judicially to apply for this position.
- ___ It is your responsibility to check with Financial Aid **BEFORE** you apply to learn if there will be an impact on your aid package by the position.
- ___ Candidates applying for 2013-2014 academic year will be notified by Wednesday, February 27th with our decision regarding your candidacy. Those applying for the Spring 2014 will be notified in the Fall.
- ___ All REAL staff members who are hired must return to campus early for training. Mid-August for those hired for the 2013-2014 academic year / Early January for those hired for Spring 2014.

Thank you for choosing to apply for this leadership position. We are looking forward to getting to know you throughout this process. Best of luck!



Feel free to contact Area Coordinator Frida Rodriguez at Frida.rodriguez@conncoll.edu with any questions you may have about successfully completing this application.

Office of Residential Education and Living

REAL Student Staff Positions

The REAL Student Staff positions are of great importance for the Residential Education Living Office as they are the face and the voice of the department. As such, all REAL Staff members must be committed to the mission of the REAL Office which is to foster and inspire strong, inclusive communities; encourage and support students in their academic, social and personal growth; help students develop skills to succeed in a diverse, global society; and promote the appreciation of diversity. REAL Staff members must also be committed to self-development, the development of others, and to the development of the staff team in which they work. REAL Staff members are expected to serve as a role model on campus, exhibit the ability to be an effective listener and excellent resource, and to **show ethical behavior at all times, including but not limited to, upholding and enforcing the Honor Code – including online behavior.**

Floor Governor

The Floor Governor (FG) is a student in their sophomore, junior or senior year who is selected as a paraprofessional member by the Office of Residential Education & Living. FGs are selected on the basis of leadership, character, and the ability to relate well with others. Reporting directly to the Housefellow, the FG is responsible for community development and programming for a residential house. Remuneration is a stipend of \$2,000 for the full academic year paid in bi-weekly installments.

Housefellow

The Housefellow (HF) is an upperclass student who is selected as a paraprofessional member by the Office of Residential Education and Living. HFs are selected on the basis of leadership, character, and the ability to relate well with others. Reporting directly to the Area Coordinator, the HF is the lead administrator in the house. The HF will supervise the FGs, as well as act as the point person for their house. The HF is responsible for community development and insuring quality programming in their residential house. Remuneration is room compensation and a stipend of \$2,175 for the full academic year paid in bi-weekly installments.

Independent Living Coordinator

The Independent Living Coordinator (ILC) is a junior or senior student who is selected as a paraprofessional member by the Office of Residential Education & Living staff on the basis of leadership, character, and the ability to relate well with others. Reporting directly to the Abbey Housefellow, the ILC is responsible for community development for apartments or houses that accommodate students who are looking for a more independent living environment. Remuneration is a stipend of \$2,000 for the full academic year paid in bi-weekly installments.

QUALIFICATIONS FOR ALL REAL STUDENT STAFF MEMBERS

- Leadership potential as shown through past leadership experiences and recommendations
- A desire to advocate for residents
- Commitment to personal growth
- Sensitivity and genuine concern for other students that would compel one to form relationships with every resident assigned particularly to those students in the margins
- Strong interpersonal, critical-thinking, and communication skills
- Be considered a full-time student, have at least a 2.50 GPA, and be able to maintain it to stay on staff
- Be in good social, academic and judicial standing
- REAL Student Staff cannot hold other significant peer leadership positions (e. g. SGA president or chair, student advisor, etc.) which may conflict with the responsibilities of this position.
- REAL Student Staff are expected to inform, discuss and confirm approval from the Director of Residential Education and Living before assuming any intended additional employment or internships prior to accepting the position
- Expected to fully participate in August and January trainings.

Office of Residential Education and Living REAL Student Staff Application

Part One

Full Name: _____ Student ID: _____

Nickname or name used at Conn: _____

Campus Mailbox: _____ Conn Email: _____

Cell Phone: _____ Current House & Room #: _____

Previous Housing Assignments:

First Year: _____

Second Year: _____

Third Year: _____

Positions:

What position(s) would you like to be considered for (rank if more than one):

Floor Governor: _____

Housefellow: _____

Independent Living Coordinator _____

Study Away

- *Floor Governors:* Do you intend to study away for a semester during the 2013-2014 academic year? If so, please indicate which semester: _____
- *Housefellows and Independent Living Coordinators:* I acknowledge by applying to either one of these positions for the 2013-2014 academic year that I will not be studying away and will be signing a year long contract. _____ (initial)

Academics:

Academic Dean: _____ Anticipated Graduation Date: _____

Major: _____ Second Major, Minor or Concentration: _____

Total # of Credits Earned: _____ Current Cumulative GPA: _____

Maintaining a minimum GPA of 2.5 is required to hold this position. If your GPA is currently below 2.5, please explain why:

Extra-Curricular:

Resume- Please attach a resume listing your leadership and employment experience.

The REAL Student Staff position is the first responsibility of the student following their academic responsibilities. With that in mind, please attach a paragraph where you detail all major time commitments that you anticipate for the academic year (ie. Senior Honors Thesis, Employment, Athletic Team & Coach, Leadership Positions, Student Teaching, etc.). Please provide organization, title, and time commitment.

Part Two

Please type your answers to the following questions. Limit your responses to no more than a paragraph per answer and make sure your name is on all pages.

1. Developing a community is very important to the success of your residents. Taking into consideration all the aspects of the position, how would you define and develop a sense of community in your house(s)?
2. As a member of the REAL team, you will be expected to confront and report violations of policy and the Honor Code. Explain how you would develop a community in your floor, house, and area that would support personal responsibility and accountability.
3. In what types of residential house would you be the most effective and why?
4. *To be considered for Housefellow:* How would you manage the supervisory and administrative role of the Housefellow position?
5. *To be considered for ILC:* What are two of the most difficult challenges you anticipate when working with students who seek the Independent Living Community environment?
6. How would you contribute to creating a strong staff team in your house as well as in your area?

Part Three

Be creative with a piece of cardstock (8 1/2 X 11) to explain your ideal residential community and how you want your residents to feel about you at the end of the year. Attach a paragraph to your application explaining how you will fulfill both of these goals.

Part Four

Please have two members of the Connecticut College community, a faculty or staff member and a current REAL student staff member, complete a reference form or write a letter of recommendation. Have them return these documents directly to the Office Residential Education and Living, Warnshuis, Second Floor or to housing@conncoll.edu.

The following people will complete a reference form or a letter of recommendation:

Faculty/Staff Member: _____ Ext.: _____

Current REAL Student Staff Member: _____ Ext.: _____

Part Five

I certify that under the Connecticut College Honor Code, the information contained on this application is accurate, true, and expresses my own personal views. I further understand that both my academic and discipline record will be verified, and I agree to allow these checks to be made.

Signature

Date

**** If you were given a recommendation card, please make sure to turn it in with this application ****

CONNECTICUT COLLEGE
 HOUSEFELLOW/FLOOR GOVERNOR/INDEPENDENT LIVING
 COORDINATOR SELECTION
 REFERENCE
 2013-2014

Name of Applicant:

_____ I waive access to this reference. I will not be able to see a copy.

_____ I do not waive access.

 Applicant's Signature

The above applicant is applying for a REAL Student Staff position as either a Housefellow/Floor Governor/Independent Living Coordinator position on the 2013-2014 staff and has named you as a reference. The REAL Student Staff is responsible for creating an environment within the residential house/area that supports and complements each student's academic experience. The position demands maturity of judgment; the ability to relate to and accept different personalities; sensitivity; initiative; and the ability to work well both independently and in a group. The REAL Student Staff are expected to work and communicate with students, faculty, and staff members. The successful candidate should have a realistic perception of their own strengths and limitations, and possess a desire to grow and learn from new experiences. The selection committee appreciates your honesty and insight in assisting us in the evaluation of this candidate.

Please return this form to:

Office of Residential Education and Living
 Box 5233

Person Completing Reference:

Name

Campus Address

How long have you known the applicant and in what capacity?

Please complete the checklist and make comments on the backside of this form, prior to completing the following summary.

Overall Recommendation (Please check one):

_____ Do Not Recommend

_____ Recommend with Some Reservation

_____ Recommend

_____ Highly Recommend

 Reference's Signature

Please rate the applicant in the following areas.

	Excellent	Good	Average	Below Average	No Basis for Judgment
Warmth of Personality	_____	_____	_____	_____	_____
Sensitivity to Others	_____	_____	_____	_____	_____
Attitude towards Diversity	_____	_____	_____	_____	_____
Emotional Balance	_____	_____	_____	_____	_____
Judgment / Common Sense	_____	_____	_____	_____	_____
Leadership / Initiative	_____	_____	_____	_____	_____
Creativity / Innovation	_____	_____	_____	_____	_____
Reliability / Dependability	_____	_____	_____	_____	_____
Administrative Ability	_____	_____	_____	_____	_____
Time Management	_____	_____	_____	_____	_____
Ability to Maintain Confidentiality	_____	_____	_____	_____	_____
Ability to Work In Groups	_____	_____	_____	_____	_____
Ability to Enforce / Follow College Policies	_____	_____	_____	_____	_____
Act as a Role Model	_____	_____	_____	_____	_____

What do you see as the candidate's strengths and limitations? (Please feel free to attach a page if preferable)

Additional Comments:

Thank you for your contribution to our selection process!

CONNECTICUT COLLEGE
 HOUSEFELLOW/FLOOR GOVERNOR/INDEPENDENT LIVING
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 2013-2014

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Judgment / Common Sense	_____	_____	_____	_____	_____
Leadership / Initiative	_____	_____	_____	_____	_____
Creativity / Innovation	_____	_____	_____	_____	_____
Reliability / Dependability	_____	_____	_____	_____	_____
Administrative Ability	_____	_____	_____	_____	_____
Time Management	_____	_____	_____	_____	_____
Ability to Maintain Confidentiality	_____	_____	_____	_____	_____
Ability to Work In Groups	_____	_____	_____	_____	_____
Ability to Enforce / Follow College Policies	_____	_____	_____	_____	_____
Act as a Role Model	_____	_____	_____	_____	_____

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Additional Comments:

Thank you for your contribution to our selection process!