

CQUniversity Student Residence – Capricornia College
Positions Available – Residential Advisors/Assistant Residential Advisors

Residential Advisors

The Residential Advisors (RAs) are an integral part of the Residential Life Team and are located throughout the College, with 2 to 3 RAs in each house. They assist in the running of college outside of office hours. RAs provide college members with information, support and pastoral assistance. They are responsible for house management, and the development of appropriate attitudes and standards of behaviour and conduct amongst the students.

RAs will assist in organising/running activities and academic events. RAs form the Duty Team, and will hold the after-hours phone/keys when rostered (approx. 2-3 times a week). An RA is the Fire Warden for their house and is expected to oversee and assist with the evacuation of their house in the event of an alarm.

Good house presence is important, and RAs are expected to be on college outside of office hours for the majority of the time; however, are permitted 1 overnight absence from college per week. Effective communication with fellow house RAs/Senior RA/Residential Coordinator is required to ensure the smooth operation of the Residential Life Team.

An RA should be:

- mature, reliable, friendly and courteous
- approachable/a good ‘people person’
- a multi-tasker/good with time management
- willing to show initiative

Reimbursement for an RA is by means of an upgraded/double room (ensuite, air-con, king-single bed, lounge and bar-fridge), performance-based remuneration (40%-70% discount on college fees), reserved car park, and other incentives.

Assistant Residential Advisors

An Assistant Residential Advisor (ARA) should possess the same qualities as an RA. They will assist the RAs with their duties on college, such as event organisation and house management. An ARA will usually only hold the secondary after-hours phone.

Reimbursement for an ARA is by means of an upgraded/double room and reserved car park.

APPLICATIONS ARE NOW BEING ACCEPTED!

Please send your resumé with a brief cover letter to:

cory.owens@cqumail.com

APPLICATIONS CLOSE SUNDAY 22ND JANUARY 2012.

Cory Owens
Residential Coordinator