RA Training, Expectations, Assessments, & Everything Else 😊

RA Training
Fall 2014
RA Training Expectations...

- Hard Part
- Have Fun
- Phones
- Be Engaged
- Buddy System
- Dress Smart
- Punctuality
- Ask Questions
RA Training Continued…

- #ECSUHeroes
- Ice Breakers
- Challenge by Choice
- Choose your Own Adventure
- RA Resource Page

http://www1.easternct.edu/housing/resident-assistant-resources/
RA Training Expectations Continued...

Overwhelming job

"Mr. Osborne, may I be excused? My brain is full."

Resources

HELP!
MISSION STATEMENT

The Office of Housing & Residential Life strives to provide a nurturing, safe, inclusive, enriching environment that fosters lifelong learning and allows students to grow intellectually and socially. Students will be exposed to an interactive living-learning experience that provides hands-on opportunities to interact with students in the residential communities designed to make their college experience meaningful.

VISION STATEMENT

Housing & Residential Life aspires to be an integral component of the collegiate experience at Eastern wherein students will be engaged holistically to aid in their overall development and academic success. Pursuing recognition for our first-class facilities, student-centered staff, high achieving residents, innovative programs, and trendsetting initiatives, our assessed outcomes will demonstrate that we are a vibrant community of scholars who meaningfully contribute to the mission of Eastern Connecticut State University.

GUIDING PRINCIPLES
THE MANY FACES OF OUR RESIDENTS...
THE RA POSITION & EXPECTATIONS...

- Value this opportunity to help others.
- Residents are going to violate policies. Don’t take it personally.
- Be yourself but know your biases.
- Remember why you became an RA.
Like it or not.....you are a role model!

Be a role model personally, professionally, and academically.

Follow policies.

Don’t do anything you wouldn’t want your residents to do.
THE MANY HATS OF A SUPER RA

• Build Community
• Educate
• Enforce Policy
• Communicate
• Team player
If you respect your residents, they will respect you.

Never share confidential information you know about a resident.

Do not discuss staff issues with residents or other RA staffs.

Don’t talk about incidents with other residents after you deal with them.
COMMUNICATION...

- Be open, direct, honest, and genuine.
- Feedback is good
- Take it to the source.
- Let people know what you need to be successful.
- Keep your HD informed of:
  - Impacts to your job performance
  - Situations on your floor/area:
    - Social Media
    - ORA News
• Respect and support your staff members and HD.
• Trust each other professionally.
• Be open to new ideas, lifestyles, and people; listen and gather information before making decisions.
• Maintain a solid front with your staff. If residents are “dissing” another staff member, don’t join in, even if you agree with them.
### PROGRESSIVE DISCIPLINE...

**Verbal warning, Written warning, Termination**

<table>
<thead>
<tr>
<th>Administrative</th>
<th>Written Warning</th>
<th>Termination</th>
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</thead>
<tbody>
<tr>
<td><strong>Verbal Warning</strong></td>
<td><strong>Written Warning</strong></td>
<td><strong>Termination</strong></td>
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<tr>
<td>Missing a deadline for the first time</td>
<td>Already having a verbal warning on file</td>
<td>Already having a written warning on file</td>
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<tr>
<td></td>
<td>Failing to follow protocol in a minor manner i.e. not announcing self during an incident or Health and Safety Inspection</td>
<td>Failing to follow protocol in a major manner i.e. not documenting an incident, confiscating alcohol when it should be destroyed, calling campus police/ProStaff when required</td>
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<tr>
<td>Missing a single meeting i.e. ProStaff One on One, LEAP</td>
<td>Missing a Staff Meeting without prior communication</td>
<td>Failure to communicate with your supervisor i.e. major incident or communicate a major incident to the ProStaff on Duty</td>
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<tr>
<td>Arriving late to duty (under 15 minutes)</td>
<td>Arriving late to duty (over 16 minutes)</td>
<td>Failing to show up to duty or abandoning duty (leaving while on active or passive duty without approval)</td>
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<tr>
<td></td>
<td>Not completing normal administrative tasks as per protocol i.e. nightly duty log, submit programming paperwork</td>
<td>Failure to address a health/safety situation i.e. a critical incident like a physical altercation, intoxicated individual, sexual assault or threat.</td>
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<td>Behavior that impacts the reputation of the RA</td>
<td>Verbal Warning</td>
<td>Written Warning</td>
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<tr>
<td>Gossiping about residents, RAs, Staff</td>
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<td>Verbal Warning</td>
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<td>Violating quiet hours</td>
<td>Returning to a residence hall under the influence of alcohol without going directly to your room</td>
<td>Violating the Student Code of Conduct • Appearing in a police report in a negative capacity • Assault • Larceny</td>
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<tr>
<td>Having prohibited items in your room will fall here or under termination</td>
<td>Returning to a residence hall under the influence of alcohol and interacting with residents • Returning to a residence hall under the influence of illegal drugs (including alcohol for RAs under 21) • Violating the department’s ethics policy</td>
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<tr>
<td>Violating confidentiality in regards to a minor matter i.e. alcohol incident</td>
<td>Violating confidentiality in regards to a major matter i.e. physical altercation, sexual assault, self-harm, or mental health</td>
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<td>Not completing a RA Resident One on One</td>
<td>Boundary issues between RA and resident</td>
<td>Violating the Department Consensual and Sexual Relationship Policy</td>
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<td>Talking about alcohol (unhealthy conversation) with residents or in the presence of residents</td>
<td>Irresponsible drinking with residents of your hall that are older than 21 off campus (non-university event) when you are older than 21 (first offense)</td>
<td>Violating the Department Consensual and Sexual Relationship Policy • Buying alcohol for residents • Drinking on-campus (non-university event) • Drinking with underage individuals regardless of your age</td>
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<tr>
<td>Building and Master Keys</td>
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<td>Verbal Warning</td>
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<td>Written Warning</td>
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<tr>
<td>Termination</td>
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<td>Failing to document a lockout</td>
<td>Sharing your keys with another RA</td>
<td>Misuse of building and card keys (depending on severity of issue) including but not limited to: loss of keys, keying into a room without authorization</td>
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RA Council...

- What is it?
- Structure
- Election
All RAs must take the Driver Safety Assessment.

Eastern Housing Trips
1) What level of staff is required for the Trip?
2) Who is eligible to Drive a University Vehicle?
3) Why does every RA need to take the Driver Safety assessment?
DRIVER SAFETY Continued...

Key Points

1) Risky behavior
2) Higher Center of Gravity
3) The Side of the Van
4) Accident, Damage, Injury Reporting
Visualization...

Close your eyes
Graduating High School
Orientation
Moving in/meeting your roommate
First test
Thanksgiving
Fall Semester Grades
Questions?

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