

I. Goals of the Interview Process

- A. To select a staff that is representative of the student population
- B. We look for students already possessing some of the basic skills and abilities connected with our jobs who have the potential to succeed with training, without jeopardizing their academics.
 - We have a minimum GPA requirement.
 - Being below a 2.5 cumulative GPA could affect whether or not you are selected for a position, and even if you are offered a job you will have to raise your cumulative GPA to a 2.5 by the end of this semester or you will lose your position.
- C. To get to know you as person, your skills, abilities and goals

II. Overview of the Interview Process

- A. Group Process
 - Group of 10 people or so, sitting in a circle, working through a series of decision making exercises based on a fictional scenario
 - Purpose
 - To see how people work together
 - To evaluate your decision making process
 - The articulation of your rationale for the decisions made
 - To observe the roles that various people play
 - Observers—Current student staff will be taking notes as you work through the exercises
 - Facilitators—Current Professional Staff will facilitate each exercise
 - Evaluations – You will be evaluated on your ability to work with others, suggest new ideas, ability to bring group back on task, etc.
- B. Individual Interview
 - 2 current student staff and one professional staff interview the candidate in a separate room
 - Purpose
 - To let the current staff and professional staff get to know the candidates
 - To let current staff ask questions about the positions that impact peer level interactions
 - To give you the chance to sell yourself
 - To give the candidate the chance to ask questions of staff who currently have the job
 - To let professional staff ask questions about the candidates' readiness for the various positions
 - To give the candidate the chance to ask questions of the people who could very well become your future supervisor
 - Format: 15-20 minute interview, 5 minutes for candidate to ask questions
 - Evaluation – You will be evaluated on your ability to articulate your thoughts on the position and your ability to describe why you feel you'd be a good fit to the position

III. Final Selection of Staff

We select our staff based on the following, in no particular order

- References
- Group Process Evaluations
- Application (resume, essays)
- Student Staff Interview Evaluations
- Professional Staff Interview Evaluations

IV. Final Placement of Staff

If hired, you will be placed in a specific building based on the specific needs of the college, the different housing areas, specific building concerns, and your strengths.

V. Other Resources Available

If you're looking for additional information please look into the following resources:

A. Current Residence Life Staff

- House Assistants
- Community Advisors
- Student Managers of Residential Operations
- Residence Directors
- Assistant Directors

B. Career Services

C. Online resources for current student staff that could give you a better idea about the job

- www.residentassistant.com
- www.reslife.net