

Housing & Residence Life (H&RL)

GA for Co-Curricular Learning

Overview

The Graduate Assistant for Co-Curricular Learning (GA CCL) is responsible for working in partnership with the Coordinator for Co-Curricular Learning to plan and support the implementation of the Residential Curriculum and overall AVIATE program in Housing and Residence Life. The Coordinator for Co-Curricular Learning (CCL) directly supervises the GA CCL. The GA CCL is a member of the department's central staff and is expected to follow all policies and provisions outlined in the University's Student Standards of Behavior. The GA CCL position is an 11-month (July-May) live-in assignment with expectations of working 20 hours per week. The GA CCL may not hold an outside position or employment during the academic year but may request academically-related positions, to include but not limited to, internship or co-op through the CCL with final approval from the Assistant Dean of Students and Executive Director of Housing & Residence Life.

Preferred Qualifications

- Previous experience in residence life
- Ability to plan and implement a residential curriculum
- Enthusiasm for promoting a diverse and inclusive experience
- Ability to effectively manage multiple priorities and deadlines
- Ability to work independently
- Familiarity with using spreadsheets and OrgSync

Responsibilities

Learning Design, Training and Facilitation

The GA CCL will be responsible for assisting in the development, review and formatting of lesson plans associated with the Residential Curriculum as well as for the design and facilitation of training opportunities for Housing & Residence Life staff (Undergraduate Leadership Institute, Graduate Assistant Leadership Institute) related to AVIATE and OrgSync. In addition to training, the GA CCL will work in partnership with the CCL to create and provide informational resources to aid in campus' understanding of AVIATE and OrgSync and will support the design and facilitation of the EDC 402 course for all first-year RA and Fellow staff as well as opportunities associated with the sophomore Designed Learning Experiences.

Assessment

The GA CCL will support the assessment of the AVIATE program by assisting with the review of student reflections, gathering data from various residential curriculum learning strategies, staff feedback related to implementation of educational plans, and second-year Designed Learning Experiences and Special Interest Housing. In addition, the GA CCL will assist by creating resources to visually share data results pertaining to PATH earnings throughout the year, campus partner opportunities and programming outcomes.

Administration

As a member of the central staff, the GA CCL will serve on at least one department committee and attend weekly meetings and will also serve on the Residential Curriculum Steering Committee which meets, which occur bi-weekly. The GA CCL will support the management of all Residence Life portals within OrgSync and help with the administration of PATH credits.

Supervision

Alongside of the CCL, the GA CCL will support the supervision of 6-8 AVIATE Co-Curricular Educator Assistants, who are undergraduate student employees responsible for serving as liaisons between HRL and the student body, managing HRL social media, and supporting Campus Partner events.

Crisis Response, Duty, and Special Coverage

The GA CCL will serve on either the Housing and Residence Life (HRL) or Dean of Student's Administrator (DSA) on-call rotation. When on call, the GA CCL will engage with Public Safety, the Counseling Center and local

hospital staff in order to provide support for students in crisis. Additionally, the GA CCL will provide support and guidance for the Residence Coordinators on call and the paraprofessional HRL staff. The GA CCL may also be expected to provide additional on-call/duty coverage as assigned for University holidays and weekends including, but not limited to, **opening weekend, Labor Day, Family Weekend, Columbus Day, Fall Break, Halloween, Thanksgiving, Martin Luther King Day, Spring Break, St. Patrick's Day, Easter, and closing.**

In addition, the GA CCL is responsible for the following (responsibilities differ by living area):

- Reporting any student needs, issues, and areas of concern to his/her direct supervisor
- Acting as a liaison between students and the Department of Housing and Residence Life
- Participating in professional staff (PSI), graduate (GALI), and undergraduate (ULI) training
- Participating in departmental selection processes as requested

Remuneration for Resident Director

- Competitive Stipend
- Furnished apartment
- Board
- Tuition Remission – Up to 24 credit hours, not to exceed \$13,315/academic year
- Health Care: Offered enrollment in University of Dayton health care plan as applicable to Graduate Assistant

Statement of Inclusive Excellence

The Division of Student Development recognizes the educational benefits of diversity for students, faculty and staff. We are committed to engaging in reflection, dialogue and experiences that both challenge and affirm multiple perspectives. Our Marianist charism calls us to value the dignity of every person and to advocate for social justice.

For more information, please contact:

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