



Resident Assistant (RA) | Job Description

Summer Academy @UGA Resident Assistants (RAs) live in the residence halls with the middle school and high school students who stay on campus during our [Summer Academy @UGA](#) camp programs. Approximately 90-120 students stay overnight to attend various camp programs each week during the summer in the areas of art, science, technology, and more.

RAs supervise the students before and after normal camp hours and create social and fun evening activities that promote the personal growth of each student. The position involves:

- Living in the residence hall during the weeks of the program
- Supervision of middle school & high school students in the evenings, mornings and part of the weekend
- Communicating with parents at check-in and check-out
- Supervising meal times in the dining halls & leading evening camp activities and field trips
- Handling student issues and problems

The position calls for a person with a high degree of maturity, flexibility and effective communication skills. You must be comfortable conducting program activities and field trips, enforcing policies, communicating with parents and dealing with student problems/issues.

DATES AND HOURS OF WORK

This is a summer-long temporary student position, with full-time hours scheduled during the program. For this reason, we cannot consider applications who are working elsewhere on campus during the summer months. In addition, any students planning to take summer courses as a Summer Academy RA, must do so between the hours of 9AM and 5:00PM.

Staff Training Dates (required): May 31-June 3; 8:30am-5pm each day

Summer Dates: June 6 -July 22 (no camp the week of July 4th for holiday)

Summer Hours: RAs are scheduled to work 40 hours/week when camps are in session. RAs are generally off duty between 8:30am-5:15pm on weekdays, and have scheduled days off each week; some over-the-weekend hours will be required and staff will be compensated accordingly.

The basic schedule is:

Sundays, 3:00pm	Greet incoming students & parents at check-in, help orient students to campus
M-F, 7:30am	Take students to breakfast
8:30am	Drop students off at camp
5:00pm	Pick up students from camp or pool & go to dinner
6:30-9pm	Lead/supervise evening activities
10:30pm	Lights Out
Saturdays, 10:00am	Help with check-out, greeting parents and saying goodbye to students

MINIMUM QUALIFICATIONS

- Demonstrated interest in working with middle-school and high-school students
- Demonstrated maturity and responsibility, effective communication and leadership skills, and a positive and encouraging attitude
- Hard-working, punctual, fun, flexible and attentive to details
- Willing and able to live in a residence hall with the students during the program
- Able to work the days and hours indicated above
- *Previous experience as an overnight camp counselor or university Resident Assistant (RA) is preferred



UNIVERSITY OF
GEORGIA

Center for Continuing
Education & Hotel

Summer Academy @UGA

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RESPONSIBILITIES

- Attend all training sessions, including to-be-scheduled First Aid/CPR (if uncertified)
- Ensure the physical safety of each student and build a positive dynamic among the students
- Plan and lead social activities and/or field trips in the evenings
- Get to know each student and help make their camp experience a positive one
- Effectively deal with any student behavior issues or group social problems
- Provide leadership and direction during transition periods, including check-in and check-out, meals, and when traveling for field trips
- Escort students around campus on foot and by bus for activities, field trips, meals, etc.
- Support and enforce all program rules, curfews and University Housing Policies

COMPENSATION / ROOM & BOARD

Resident Assistants will be compensated with:

- A pay rate of \$11.50/hr
- Housing in a UGA residence hall
- Dinner & breakfast every weekday during camp sessions

HOW TO APPLY

To apply for this position, please submit a resume and cover letter to jessica.kallay@georgiacenter.uga.edu and bryce.martin@georgiacenter.uga.edu