Office Assistant (OA)
This position entails working in the central housing office located in the Provincial House as well as the Mansion Hill club house. This position is the main contact for all Residential Life questions, concerns, and complaints, check in and check out processes, applications and contracts for Oak Hall, Villa Hall, Villa North and Mansion Hill Apartments. Tours of our facilities are given by students in this position.
- Compensation: $8.00 hourly rate
- Required hours: 10-15 per week minimum
- Qualifications: 2.5 GPA

Desk Assistant (DA)
This position works at the 24hr front desk located in Oak Hall. DAs are expected to be thoroughly familiar with and assist in enforcing the policies. The front desk is responsible for: checking residents IDs, checking in guest(s) of residents, key control, providing customer service, and controlling access to the building, living area and administrative offices.
- Compensation: $8.00 hourly rate
- Required hours: 10-15 per week minimum
- Qualifications: 2.5 GPA

Resident Advisor (RA)
Each RA is assigned to oversee a wing of residents in Oak, Villa, or Villa North. This position is also required to be a part of an on call rotation, planning programs for the residents on your wing/floor, and being a student liaison for the department at university events. Position requires participation in on-call duty rotation.
- Compensation: room and meal plan paid by scholarship
- Average hours: 15-20 hours per week minimum
- Qualifications: 2.75 GPA and live in facility assigned to supervise.

Residential Peer Mentor (RPM)
This position entails providing academic assistance to the residents of Oak Hall through tutoring and facilitating study groups. Peer mentors hold office tours in the lab to assist in tutoring.
- Compensation: room and meal plan paid by scholarship
- Average hours: 20-25 hours per week
- Qualifications: 3.0 GPA

SUCCEED Peer Advisor (SPA)
SUCCEED is a post-secondary program for people with intellectual and developmental disabilities ages 18-25. This position would work closely with this group of students and assist them with making the social and academic transition to college. This position would be expected to be a role model for this residential community.
- Compensation: room and meal plan paid by scholarship
- Average hours: 15-20 hours per week minimum
- Qualifications: 2.75 GPA and must live in Oak Hall
Full Name _______________________________________________  Student ID number ___________________
Gender _______________________________________________  Major _______________________________________________
Anticipated Graduation ___________________________________  Class _____________________________
Cumulative GPA _____________________________  Previous Semester GPA _____________________________
Permanent (Home) Address _____________________________________________________________________
Cell Phone Number  ____________________________ UMSL email address ___________________@mail.umsl.edu
Have you applied for a position before?  Yes   No  If yes, which position and when? _______________
Where will you live in the fall?  Oak   Villa   Villa North   Mansion   Meadows  off campus
Positions interested in:  Office Assistant (OA)  Desk Assistant (DA)
Residential Peer Mentor (RPM)  Resident Advisor (RA)  SUCCEED Peer Advisor (SPA)

Judicial History
[ ] Check here if you waive your right under the Family Education rights and Privacy Act of 1974 (FERPA), as amended, to inspect or review any: letters of recommendation and other information that is relevant to this position that is submitted by an UMSL Res Life staff member and/or outside sources.

Judicial History Waiver
[ ] By checking this box, I certify that this judicial history waiver is given voluntarily by me.

Have you been found responsible or in violation of any University policy or have you been documented for any housing violation at UMSL or another Institution?       Yes   No
If yes, please explain. ____________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Are you currently employed in another department or off-campus?       Yes   No
If yes, where and how many hours do you currently work there? _________________________________
Campus or Community Involvement
(Organization, Position Held, Dates of Involvement, Skills Acquired)

_____________________________________________________________________________________________

_____________________________________________________________________________________________

_____________________________________________________________________________________________


References
(Name, Position, Phone number, and your relationship)

_1._____________________________________________________________ 

_2._____________________________________________________________

_3._____________________________________________________________

In 500 words or less, please describe your current or past leadership and employment experiences. Specifically, explain what you have gained from those experiences that would aid you in being an excellent student staff member for Residential Life. (Please attach this brief statement to your application.)

If you have questions, do not hesitate to contact Jackie Warren, Residential Education Coordinator, at 314.516.7834 or warrenja@umsl.edu. Please return completed applications to Jackie Warren in C 103 Provincial House or by email at warrenja@umsl.edu.