Resident Advisor

University of California, Los Angeles
November, 1979

Class Specifications - A.20
Senior Resident Advisor - 4121
Resident Advisor - 4122

SERIES CONCEPT

Resident Advisors coordinate the day-to-day activities related to the successful operation of a student residence unit or group of units and perform other related duties as required.

Incumbents plan, organize, and direct a variety of programs related to student government of a residence unit; serve as advisors to student groups on matters concerning student government and attend meetings as necessary; serve as resource and referral agents for hall staff and students; engage in extensive student contact in the areas of counseling, community development, conflict resolution, academic advising, and crisis management; work closely with student-elected officials in the maintenance of records and the spending of student government funds; select, train, counsel, supervise and discipline lower level staff members; promote the goals and objectives of the residence halls program to the hall staff and students; advise student group representatives on matters related to the maintenance of a balanced program in the cultural, social, educational, athletic, and service areas; and handle individual or group misconduct personally or through the appropriate student government committee campus office.

The Resident Advisor series consists of two levels with the distinction between levels based on the scope and complexity of the residence hall program, the degree of involvement in program planning and development, and the degree of supervision exercised.

CLASS CONCEPTS

Senior Resident Advisor

Under general supervision, incumbents plan and direct the day-to-day activities of a student residence unit or group of units typically consisting of 400 or more student residents. Incumbents in addition to performing the range of duties outlined in the Series Concept may supervise lower level Resident Advisor and Resident Assistant personnel. This is the operational level of the series.

Resident Advisor

Under supervision, incumbents plan and direct the day-to-day activities in a student residence unit or group of units typically consisting of 200 or more student residents. Incumbents may assist in the planning and directing of the day-to-day activities in a student residence unit or group of units typically consisting of 400 or more student residents. Incumbents perform the majority of duties described in the Series Concept working within established policy and procedural guidelines. This is the entry level in the series; however, positions may be assigned to this level on a continuing basis.
MINIMUM QUALIFICATIONS

Senior Resident Advisor

Graduation from college with a major in psychology, sociology, social welfare or a related field; and one year of experience in residence hall supervision; or an equivalent combination of education and experience; and skills, knowledges and abilities essential to the successful performance of the duties assigned to the position.

Resident Advisor

Graduation from college with a major in psychology, sociology, social welfare or a related field; or an equivalent combination of education and experience; and skills, knowledges and abilities essential to the successful performance of the duties assigned to the position.