

# Scholars Village Assistants



## Scholars Village Assistants

Scholars Village Assistants will serve residents of the Scholars Village by helping the University Scholars Program and University Housing achieve their programming goals and learning outcomes for the Village. They will strive to build community within the Scholars Village and serve as an information and peer resource for Scholars Village residents. The USP and University Housing staff will designate representative staff members who will supervise Scholars Village Assistants.

## Selection Timeline and Process

- Applications available: Wednesday, January 11, 2012
- Applications due: 5:00 PM, Monday, January 30, 2012
- Interviews: Week of February 20-24, 2012
- Applicants notified by 5:00 PM: Thursday, March 1, 2012

Members of the USP and Sullivan Hall Housing Staff will serve on the selection committee to review applications and conduct interviews of Scholars Village Assistant applicants.

## Qualifications

Each Scholars Village Assistant applicant must:

- Be a rising 2nd year student or greater;
- Be a participant in good standing in the University Scholars Program;
- Have an overall GPA of at least 3.25;
- Be in good judicial standing;
- Possess strong interpersonal, communication and program development skills
- Be enrolled in Scholars Forum (HSS 110 / 111) for upcoming semester OR have completed three semesters of Scholars Forum;
- Plan on living in the Scholars Village OR be willing to move into the Scholars Village if offered the position.

## Responsibilities

The **team** of Village Assistants will:

- Facilitate student involvement in the Scholars Village.
- Facilitate student involvement in the Scholars Forum series.
- Design programming that educates students about contemporary issues.
- Assist with the development and implementation of Village in Action groups.
- Develop, advertise and promote interactive and educational events to Scholars Village.
- Assist with move-in in August.
- Build effective partnerships with the residential staff. An essential element of the Village Assistant position is the establishment of a collegial relationship with the RAs on the floor. The efforts of the Village Assistant should complement and support the efforts of the RA.
- Serve as an ambassador for the Scholars Village at various events such as:

- CALS Honors Visitation Day
- Engineering Open House
- University Open House
- African American Visitation Day
- Regularly attend events sponsored by SHAC and Scholars Council and encourage their fellow residents to attend these events.
- Take turns making their rooms available for viewing when a model room needs to be shown to prospective students.
- Be able to design programming related to the USP and Division of Student Affairs theme.

### **Training and Support**

- Be available for:
  - Twice monthly SVA meetings and planning meetings with SVAs and supervisors.
  - Fall and Spring training sessions with Sullivan Hall and USP staff in August and January.
- Provide ongoing feedback through evaluations.

### **Compensation**

- The compensation package includes 1) a meal plan and 2) a salary of \$9.00 per hour for working at events associated with the Scholars Forum. Students will receive a biweekly check for working Forum Events. The combined compensation package is worth approximately \$2400 depending on the actual number of events worked.

Please contact one of the individuals listed below with questions regarding the Scholars Village Assistant Program:

<b><i>Mr. Ken Johnson</i></b>	USP	515-2353	ken_johnson@ncsu.edu
<b><i>Mr. Chester Brewer</i></b>	USP	515-2353	ckbrewe2@ncsu.edu
<b><i>Ms. Sueji Smith</i></b>	UH	515-2160	lowersullivanresdir@ncsu.edu