

RA Training 2011

A Preview Guide



R E S I D E N C E L I F E

Don't stop enjoying your summer just yet!

After all, RA Training is still two long months away. If you're the type, though, that likes to think ahead then this *Preview Guide* is for you. (Even if you're not that type, save this. Sooner or later, you'll want it.)

Whether you're a veteran RA or a new member of our team, you're about to undergo one of the most memorable training experiences of your life.

As you gear up for that training experience in late August, keep this *Preview Guide* handy. It was created to provide you with a one-stop shop for dates, contact information, answers to frequently asked questions, and more.

For starters, know our goals for training.

They're rather simple to remember: **job-readiness**, **hall-readiness**, and **team-readiness**.

You need to be ready to serve as an RA by the time your first resident moves in. Thus, our first goal is *to provide you with the core knowledge, skills, and attitudes*

that you will need to serve students, role-model effective leadership, and build meaningful communities.

Now, it's not all about you. It's also about who we're here to serve: your residents. And your residents will expect to move into places that are clean, functional, and hospitable. As a result, our second goal is *to provide time for you to prepare your halls and areas for occupancy.*

Sometimes, assisting residents can be a daunting task for just one RA. The good news is that Residence Life is greater than the sum of its parts, and together we can overcome almost any challenge. Thus, our third goal is *to mobilize a group of diverse individuals to come together as one team--always cooperating to motivate one another, solve problems, and serve residents.*

The RA job is truly a challenge. At times, you will function much like a counselor, a mediator, an event planner, a public speaker, a crisis responder, a care giver, a teacher, an administrator, and much more. But this job is always worth it. It's worth it because

you're investing in something much bigger than yourself. You're investing in the larger University community, a perpetual community that has transformed the lives of young people since 1839 and a community that dares to do the same long into the distant future.

Of course, you're enjoying your summer for now, remember? **Still, we can't wait to see you in August!**

Boston University Residence Life

Residential Education

19 Deerfield Street, 2nd Floor

Boston, Massachusetts 02215

617-353-3540 / resed@bu.edu

And check out our new website:

www.bu.edu/reslife



Frequently Asked Questions



Q. When will my student account be credited with my RA compensation and housing deposit?

A. Have you first completed your RA paperwork (i.e., contract, I-9, residence license agreement, etc...)? If so, then your account will be credited by July 5, 2011. If, after July 5th, you have not found your account to be updated, then please contact our Fiscal Administrator, Gerry Falcon, at 617-353-4380.

Q. As an RA, what do I get?

A. Aside from the priceless, intrinsic value of being an RA? Well, each SRA and RA also receives a private room or apartment. SRAs and RAs in dormitory-style rooms receive a dining plan. SRAs and RAs in apartment-style rooms do

not receive a dining plan. Some RAs and SRAs receive small stipends based on their number of residents and/or other responsibilities. If you are unsure of your specific remuneration package then contact Residential Education. RAs also receive on-campus telephone service, a SportsPass (do NOT reject your SportsPass, it will be credited to your account), and ResNet service (do NOT reject your ResNet, it also will be credited to your account). RAs do not receive free or discounted parking, not do they receive free microfridge rentals.

Q. Can I change my dining plan?

A. RAs who receive dining plans as part of their remuneration are

automatically placed on the 14-Plus Plan. However, you can process a written request to change your dining plan during the first ten weeks of the fall semester. Simply go to the Terrier Card Office and complete a dining plan change form.

Q. May I hold down a part-time job?

A. Your S/RA position is meant to be your highest non-academic time commitment. Consequently, you are contractually obligated to receive permission from your supervisor to hold a part-time job.

Q. As an international student, what should I know about my work visa status?

A. International students in F-1 and J-1 nonimmigrant status may not accept any on-campus work beyond their RA duties as the RA position is equivalent to 20 hours/week—the maximum that international students are permitted to work. All international RAs must go to the [International Students & Scholars Office](#) to complete an I-9 Form, *Employment Eligibility Verification Form*.

Q. RAs' student accounts must be resolved prior to RA Training, but I have a complicated problem. Is there anyone who can help me?

A. Yes; the [University Service Center](#) (617-358-1818) assists students who have questions that involve multiple offices at the University as well as

concerns that involve a tangled web of issues. Associate Directors at the USC are available to assist you with a variety of concerns including account settlement, balancing academics with personal, family, and health issues, and counseling regarding leaves of absence and withdrawals. Please contact the USC today if your account is unresolved.

Q. My GPA is just about the minimum 2.70 requirement to stay in good standing as an RA. Is there a resource to help me?

A. The [Educational Resource Center](#) is an outstanding resource for you and your residents as you attempt to balance your co-curricular and academic needs. They can be reached at 617-353-7077.



Q. When can I move in?

A. **SRAs** may move in as early as 9:00 a.m. on Saturday, August 13, 2011. SRA Training begins on Monday, August 15, at 8:00 a.m.

RAs may move in as early as 9:00 a.m. on Saturday, August 20, 2011. RA Training begins on Monday, August 22, at 8:00 a.m.

Your Residence Hall Director, Area Director, or Assistant Director will contact you during the course of the summer to provide more **specifics** on where to check in and where to pick up your room keys. And please remember: **No over night guests for the first two weeks of the semester, including RA Training.**

Q. May I bring my own furniture?

A. Each room and apartment is outfitted with University approved furnishings that meet the fire code. For the safety of all residents, and to ensure that rooms and apartments remain outfitted with a full

compliment of furnishings for future occupants, we require that only Boston University furnishings be used. **Furniture will not be removed.** Extra lighting, metal waste baskets, and other furnishings are permitted as long as such items meet the stipulations outlined in the *Lifebook*.

need to finalize on-call schedules and opening/ closing shifts.

You may also want to bring some creative **art supplies** for making bulletin boards and door tags (i.e., stencils, scrapbook materials, etc.). Of course, we will provide you with

During most centralized, campus-wide training sessions and during move-in, however, we expect you to dress **business casual**. As an RA, you will provide professional services and it's time to dress the part. Then, at the end of training, we will dine together at the Annual RA Training Banquet. The dress for this particular event is **semi-formal**—just right for a night with good food, good people, and great conversations.

Q. I understand that I will be provided with landline telephone service, but do I need to bring my own landline telephone?

A. Yes, please be sure to bring your own landline telephone. An inexpensive landline telephone can be purchased at a local store if need be.

That's it for now! Call your Assistant Director (listed on this page) or Residential Education if you have additional questions.

Additional questions before August? Contact your Assistant Director:

West Campus: Donna Rogalski, 617-353-4380

Upper Commonwealth Avenue: Meg White, 617-353-3540

South Campus: Shawna Altenburger, 617-353-2102

Warren Towers: Corinna Cusson, 617-353-3932

Upper Bay State Road: Paul Hughes, 617-353-3872

Lower Bay State Road: Yvette Lancaster, 617-353-3540

Q. What should I pack for RA Training?

A. You should prepare for RA Training as you would prepare for class. Bring **pens, notebooks, folders**, etc. Don't forget your **calendar** or whatever you use to manage your time as you will

some basic art supplies to get you started.

You will want to bring **the proper attire**. You'll dress casually during most training days, especially as you conduct building preparations and participate in team-building exercises.