Thank you for your interest in joining the Residential Education and Living (REAL) Student Staff. Please read the following information carefully and initial beside each item to indicate your understanding and agreement.

___ I understand that applications are due **Monday, February 1, 2016 by 2pm.** Late applications will only be considered after all other applications are fully considered.

___ I have signed up for an interview with a Housefellow and Professional Staff member with whom I do not yet have a relationship.

___ I understand that by submitting my application for a REAL Staff position, my academic and judicial records will be accessed to verify my eligibility.

___ I understand that this position would become my primary leadership role on campus if hired. Should I wish to take on an additional leadership role, employment opportunity, or internship, I understand that it is my responsibility to include my Area Coordinator and the Director of REAL in this decision making process.

___ I understand that if hired, I must return early to campus for training (mid-August and early January).

___ I understand that it is my responsibility to check with Financial Aid to learn the implications accepting a position may have on my financial aid package.

___ I will inform, discuss, and confirm approval from my Area Coordinator and the Director of REAL before accepting any additional employment or internships.

**Please initial beside the process for which you are applying**

___ 2016-2017 Academic Year  ____ Spring 2017 staff openings. (I will not be on campus for the Fall 2016 semester)

### Spring Process – for the 2016-2017 academic year

<table>
<thead>
<tr>
<th>Dates</th>
<th>New Applicants</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 2, 2015</td>
<td>Staff Applications Available</td>
</tr>
<tr>
<td>February 1, 2016</td>
<td>Staff Applications Due</td>
</tr>
<tr>
<td>February 8-12, 2016</td>
<td>Staff Interviews</td>
</tr>
<tr>
<td>February 13, 2016</td>
<td>Group Process</td>
</tr>
<tr>
<td>February 19, 2016</td>
<td>Staff Decisions Out</td>
</tr>
<tr>
<td>February 26, 2016</td>
<td>Staff Contracts Due</td>
</tr>
</tbody>
</table>

Thank you for choosing to apply for this leadership position. We look forward to getting to know you throughout this process. Best of luck!

Please contact Area Coordinator Caitlin Kay at cKay1@conncoll.edu with any questions you may have about successfully completing this application.
Office of Residential Education and Living
REAL Student Staff Positions

The REAL Student Staff positions are of great importance for the Residential Education Living Office as they are the face and the voice of the department. As such, all REAL Staff members must be committed to the mission of the REAL Office which is to foster and inspire strong, inclusive communities; encourage and support students in their academic, social and personal growth; help students develop skills to succeed in a diverse, global society; and promote the appreciation of diversity. REAL Staff members must also be committed to self-development, the development of others, and to the development of the staff team in which they work. REAL Staff members are expected to serve as a role model on campus, exhibit the ability to be an effective listener and excellent resource, and to demonstrate ethical behavior at all times, including in online, by upholding and enforcing the Honor Code.

For a full job description, please go to the Residential Education and Living website.

QUALIFICATIONS FOR ALL REAL STUDENT STAFF MEMBERS

- Commitment to personal growth academically, personally, and professionally.
- Leadership potential as shown through past leadership experiences and recommendations
- A desire to advocate for residents
- Sensitivity and genuine concern for other students
- Strong interpersonal, critical-thinking, and communication skills
Office of Residential Education and Living
REAL Student Staff Application

Part One

Full Name: ___________________________________  Student ID: ____________________

Preferred Name:________________________________ Class of ____________________

Conn Email: _________________________________ Campus Mailbox: ________________

Cell Phone: _________________________________ Position Applied: _________________

Previous Housing Assignments:  Positions:

First Year: ________________________________ What position(s) would you like to be
Second Year: ____________________________ considered for (rank if more than one):
Third Year: ______________________________ Floor Governor: __________

Floor Governors: Do you intend to study away for a semester during the 2015-2016 academic
Second Year: ____________________________ year? If so, please indicate which semester: ____________________

Study Away

• Floor Governors: Do you intend to study away for a semester during the 2015-2016 academic
• Housefellows and Independent Living Coordinators: I acknowledge by applying to either one
   year? If so, please indicate which semester: ____________________
   of these positions for the 2016-2017 academic year that I will not be studying away and will be
   signing a year long contract. ______ (initial)

Academics:

Academic Dean: ___________________________ Anticipated Graduation Date: ________________

Major: __________________ Second Major, Minor or Concentration: _________________________

Total # of Credits Earned: __________________ Current Cumulative GPA: __________________

Maintaining a minimum GPA of 2.5 is required to hold this position. If your GPA is currently below
2.5, please explain why:

_____________________________________________________________________________________

Extra-Curricular:

Please attach a paragraph where you detail all major time commitments you anticipate for the
academic year (ie. Senior Honors Thesis, Employment, Athletic Team, Leadership Positions, Student
Teaching, etc.). Please provide organization, title, and time commitment.
Part Two

Please prepare a presentation that answers the question “How would you impact the Connecticut College community through all the facets of a role on the REAL Staff?” This is an open presentation that can be given in any format. Some examples include an essay, artwork, PowerPoint etc. but it should be noted that it can be in any form as long as it answers the question above. Any videos, songs, etc, should be between 5-7 minutes in length. Any media based presentation that requires a computer should be emailed to housing 24 hours prior to your interview time.

Part Three

Please attach a working resume that details your leadership and employment experience. For assistance in completing this resume, please see the CELS office.

Part Four

Please have two members of the Connecticut College community, a faculty or staff member and a current REAL student staff member, complete the attached reference form or write a letter of recommendation. Have them return these documents directly to the Office Residential Education and Living, Warnshuis, Second Floor or to housing@conncoll.edu.

The following people will complete a reference form or a letter of recommendation:

Faculty/Staff Member: ___________________________________________ Ext.: ____________

Current REAL Student Staff Member: _____________________________ Ext.: ____________

Part Five

I certify under the Connecticut College Honor Code that the information contained on this application is accurate, true, and expresses my own personal views. I further understand that both my academic and discipline record will be verified, and I agree to allow these checks to be made.

____________________________________________  __________________________
Print Name                                      Date

____________________________________________
Signature

**If you were given a recommendation card, please make sure to turn it in with this application**
CONNECTICUT COLLEGE
HOUSEFELLOW/FLOOR GOVERNOR/INDEPENDENT LIVING COORDINATOR SELECTION
REFERENCE
2016-2017

Name of Applicant: _____________________________________________________________

I waive access to this reference. I will not be able to see a copy.

I do not waive access.

Applicant's Signature

The above applicant is applying for a REAL Student Staff position as either a Housefellow/Floor Governor/Independent Living Coordinator position on the 2016-2017 staff and has named you as a reference. The REAL Student Staff is responsible for creating an environment within the residential house/area that supports and complements each student's academic experience. The position demands maturity of judgment; the ability to relate to and accept different personalities; sensitivity; initiative; and the ability to work well both independently and in a group. The REAL Student Staff are expected to work and communicate with students, faculty, and staff members. The successful candidate should have a realistic perception of their own strengths and limitations, and possess a desire to grow and learn from new experiences. The selection committee appreciates your honesty and insight in assisting us in the evaluation of this candidate.

Please return this form to:

Office of Residential Education and Living
Box 5233

Person Completing Reference:

Name ____________________________________________________________
Campus Address ____________________________________________________

How long have you known the applicant and in what capacity?

______________________________________________________________

Please complete the checklist and make comments on the backside of this form, prior to completing the following summary.

Overall Recommendation (Please check one):

______ Do Not Recommend

______ Recommend with Some Reservation

______ Recommend

______ Highly Recommend

Reference's Signature

Revised October 15, 2015
Please rate the applicant in the following areas.

<table>
<thead>
<tr>
<th>Area</th>
<th>Excellent</th>
<th>Good</th>
<th>Average</th>
<th>Below Average</th>
<th>No Basis for Judgment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warmth of Personality</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sensitivity to Others</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attitude towards Diversity</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emotional Balance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Judgment / Common Sense</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leadership / Initiative</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Creativity / Innovation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reliability / Dependability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative Ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Time Management</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to Maintain Confidentiality</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to Work In Groups</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to Enforce / Follow College Policies</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Act as a Role Model</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

What do you see as the candidate’s strengths and limitations? (Please feel free to attach a page if preferable)

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

Additional Comments:

________________________________________________________________________________________

Thank you for your contribution to our selection process!
CONNECTICUT COLLEGE
HOUSEFELLOW/FLOOR GOVERNOR/INDEPENDENT LIVING
COORDINATOR SELECTION
REFERENCE
2016-2017

Name of Applicant:
________________________________________________________________________

I waive access to this reference. I will not be able to see a copy.

I do not waive access.
____________________________________
Applicant's Signature

The above applicant is applying for a REAL Student Staff position as either a Housefellow/Floor Governor/Independent Living Coordinator position on the 2016-2017 staff and has named you as a reference. The REAL Student Staff is responsible for creating an environment within the residential house/area that supports and complements each student's academic experience. The position demands maturity of judgment; the ability to relate to and accept different personalities; sensitivity; initiative; and the ability to work well both independently and in a group. The REAL Student Staff are expected to work and communicate with students, faculty, and staff members. The successful candidate should have a realistic perception of their own strengths and limitations, and possess a desire to grow and learn from new experiences. The selection committee appreciates your honesty and insight in assisting us in the evaluation of this candidate.

Please return this form to:
Office of Residential Education and Living
Box 5233

Person Completing Reference:
______________________________________________________________
Name
Campus Address

How long have you known the applicant and in what capacity?
__________________________________________________________

Please complete the checklist and make comments on the backside of this form, prior to completing the following summary.

Overall Recommendation (Please check one):

_____ Do Not Recommend

_____ Recommend with Some Reservation

_____ Recommend

_____ Highly Recommend
____________________________________
Reference's Signature

Revised October 15, 2015
Please rate the applicant in the following areas.

<table>
<thead>
<tr>
<th>Area</th>
<th>Excellent</th>
<th>Good</th>
<th>Average</th>
<th>Below Average</th>
<th>No Basis for Judgment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warmth of Personality</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sensitivity to Others</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attitude towards Diversity</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emotional Balance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Judgment / Common Sense</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leadership / Initiative</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Creativity / Innovation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reliability / Dependability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative Ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Time Management</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to Maintain Confidentiality</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to Work In Groups</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to Enforce / Follow College Policies</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Act as a Role Model</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

What do you see as the candidate’s strengths and limitations? (Please feel free to attach a page if preferable)

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Additional Comments:

________________________________________________________________________

Thank you for your contribution to our selection process!