Summer 2016 & Fall-Winter 2016-2017
Residence Life Team (RLT) Application Information & Timeline

Information Sessions: Attend One of the Following: Wednesday January 13 (4:30pm-6:00pm), OR Monday January 18 (5:00pm-6:30pm)
At these sessions applicants will learn more about the RLT positions and the hiring process; to talk to current members of the RLT. **Attendance will be taken and will be looked on favourably for candidates.** LOCATION: Res Centre

Applications Due: Monday, January 25th at 4:00pm
All candidates applying for a position with the RLT are required to complete an application and submit as outlined on the application by the above deadline. If you’re mailing in your application, please ensure it’s received in the office by this deadline. Late applications will not be considered.
Returners: please contact Joanne Huynh <joanne.huynh@utoronto.ca> for the Returner Application.

Group Interview: Sunday January 31st from 10:00am-6:00pm (TBC)
Success applicants, based on their application, will be invited to attend the Group Interview. This is a mandatory part of the process for all new applicants. You will randomly be placed in a small group, and rotate through several stations where various skills will be assessed. The Group Interview will take approximately 4 hours. Selected Applicants will be contacted by email no later than January 28th with further details about time and location. To be considered, Applicants must attend this Interview. We recommend that all Applicants keep this day free.

Group Interview Prep Session: Friday January 29 from 3:30pm-5:00pm This will only be open to Applicants who are invited to attend Carousel.

Group Interview Results: Monday, February 1st
We will contact all Applicants by end of day Monday February 1st by phone or email. If Applicants are selected to move forward, Applicants will sign up for a personal interview.

Personal Interviews: Tuesday February 2nd —Tuesday February 23rd
Applicants moving on, as well as any returning staff members, will meet individually with 2 full-time staff members from the Department of Student Housing & Residence Life for a 30-45 minute interview. During the interview, more in-depth questions will be asked to assess the applicants’ suitability for a role within the RLT. If you have applied for both the summer and F/W periods, you will be interviewed only once.

Final Hiring Results: Friday February 26th
Applicants will be notified when a Letter regarding the outcome of your application will be ready for pick up from the Residence Office. If Applicants applied for both the summer and F/W periods, Applicants will receive a decision for indicating both time periods.

If you have any further questions please contact Joanne Huynh, Residence Life Assistant, at joanne.huynh@utoronto.ca, or by calling 416 287 5605
All Summer Positions will live in a unit in Foley Hall Residence. All members will be on-call on a rotational basis in the evenings after 5pm, on weekends, and holidays. The RLT will be expected to start their training as early as March 2016, and are expected to begin their position immediately following Winter Exams (training will begin on April 25, 2016). The contract will go until the day after final exams.

Residence Advisors (RA) - 4 positions available
Summer RAs are responsible for community building and programming for approximately 30—60 students. The RA has many responsibilities and duties that are essential to developing a cohesive and safe residence community. An RA is required to have a flexible schedule that allows them to; be available to residents for drop-in discussions, monitor the activity in their hall or floor, program events and advise residence students in a manner that will help them along their personal development.

Compensation for Summer RLT Positions
Summer RLT members will be provided with a Single Room in Residence as a Taxable Benefit (will not be charged residence fees for their room in residence & will receive a T4A tax slip). An additional $120/semester will be provided as a cell phone allowance.
Fall Winter RLT 2016-2017 (8 Months) -21 Positions in Total

Descriptions & Information

All positions are expected to start their position as early as August 10, 2016 and the contract will go until the day after the final day of exams in the Winter 2017 session.

Residence Advisors (RA): 17 positions available
RAs are responsible for community building and programming for approximately 30—60 students. The RA has many responsibilities and duties that are essential to developing a cohesive and safe residence community. An RA is required to have a flexible schedule that allows them to; be available to residents for drop-in discussions, monitor the activity in their hall or floor, program events and advise residence students in a manner that will help them along their personal development. RAs will live in Joan Foley Hall, South Residences or North Residences.

Residence Engagement Coordinator (REC): 1 position available
Please see the summer description for job information (above) with the following notes: The REC will live in Joan Foley Hall, South Residences or North Residences. The REC will coordinate the Residence Cup, and facilitate and run the Residence Group. The REC will cultivate student initiatives and involvement, and oversee the Athletics & Wellness Committee, and Holiday Committee. The REC will assist with the Rez Direction residence-wide programming. Marketing and interpersonal skills and experience are required.

Academic Programmer & Promoter (APP): 1 position available
The APP will be a senior student who is expected to offer academic support on a one to one and/or group basis to students living in their assigned community. The APP will assist with creating a broad range of academic programming for the residence community as a whole.

Area Coordinators (ACs): 2 positions available
These persons are open to Returning staff members, and will assist with team development. The ACs assist with on call, and conflict mediation situations. Currently, we are seeking interest in these positions, but are not hiring. For more information, please talk to Rebekkah Nighswander, Residence Life Coordinator, about these positions.

Compensation for FW RLT Positions
All positions will be provided with a Single Room in Residence as a Taxable Benefit (will not be charged residence fees for their room in residence & will receive a T4A tax slip). An additional $120/semester will be provided as a cell phone allowance, as well as a $500 Meal Plan ($250/term) based on performance.

ACs will receive a $500 Honourarium per term, and $500 Meal Plan ($250/term), based on performance.