



Housing and Residence Life

RESIDENT ASSISTANT COMMITMENT CALENDAR SUMMER 2022

The purpose of the commitment calendar is to help Resident Assistants plan for campus and department activities throughout summer. The Director of Residence Life may require staff to address other tasks during campus activities that affect the residence halls or during emergency situations.

The department is required to staff all occupied buildings. RAs should not make plans to leave campus during institute closures and on weekends without permission from their supervisor. Each week, an RA has certain responsibilities they are expected to maintain and attend. This includes staff meetings, 1:1 meetings, hall council, etc.

RAs are required to attend all training sessions. Additionally, residence halls are required to have duty coverage during campus breaks and campus closures. It is required that you check with your supervisor upon accepting the position, and throughout your employment, before making all flight reservations.

Your term of appointment is from May 2022 until August 2022. Employment is contingent on meeting expectations, attendance at departmental trainings, and remaining in good standing with the department and the Institute.

COMMITMENT DATES

May 8, 2022

RAs may move into their Fall assignments after 5 PM. Should the RA need to move in prior they must contact their supervisor.

May 8-12, 2022

Serve on break duty as needed.

May 13, 2022

All RAs must be present for Summer RA Training including all staff meetings, human resource sessions, resource fair, and training sessions.

May 13-16, 2022

Assist with Move-in.

May 27-30, 2022

Paid duty for Memorial Day.

June 18-22, 2022

Assist with Move-In.

July 1-4, 2022

Paid duty for Independence Day.

August 3-5, 2022

All RAs must be present and available for Summer Semester Move-Out and Transition Day.

August 5, 2022*

Employment Term ends at 5 PM. RAs should remain to assist their HD with closing and transition of their community. RAs may leave beginning on August 4 at 6 PM or August 5 at 1 PM with supervisory approval.

**Dates may changes based on the Institute Calendar. RAs should check with their supervisor regarding these commitments.*