Excel Resident Advisor Position Description

The Excel Resident Advisor (ERA) is a live-in paraprofessional staff member of the Office of Housing and Residence Life, who also reports to the Office of Retention and Student Success. He/she is responsible for working closely with staff and students in creating and maintaining an atmosphere that helps new students who are transitioning to college and at this point do not yet meet academic standards for the University. ERAs help new students to promote academic success, time management as a college student, personal development, and an understanding of diversity through responsible community living in University residence halls. Responsibilities include, but are not limited to, personal and social development of residence hall students through educational and social programming, assistance in the administrative operations of the residence hall to be carried out under the supervision of the Hall Director, and participation in a building-wide duty rotation. There will also be weekends which ERAs are required to be on campus to assist with trips and activities outside of duty coverage. Over the summer, the ERA must understand the need for flexibility and the constant change that comes with summer school and summer camps and conferences. The ERA is a role model and one of the first representatives of Ferris State University and a catalyst for positive social interaction for new students who are beginning their college experience. Prior Resident Advisor or Suite Advisor experience at Ferris State University is required and applicants must be enrolled in summer classes or as a full time student for the following fall semester at Ferris State University. This position is a 3-month position, running from May to August, but the actual program with students will run from mid-June to August. Applicants may not be enrolled in internships, clinical or practicum experiences, participate in student teaching, be enrolled in the police academy, or have any academic commitments which take them off campus for significant amounts of time while employed as an ERA.