

# Resident Assistant and Peer Mentor Positions

## 2023-2024 FAQ's

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**Where do I find the application? When will I hear whether I will be offered an interview or if I am offered a position?**

You can apply at [umass.erezlife.com](https://umass.erezlife.com). Here's a link to our website with information about the selection timeline, the required 1 credit CORE Course and lots of tips to help you successfully apply:

<https://www.umass.edu/living/yourplace>

**Who should I ask to write my recommendation?**

A former employer or teacher or anyone who supervised you while working/volunteering and who knows you well enough to speak to your strengths and challenges is ideal. It is not a good idea to have a family member write your reference. The person writing your reference does not have to be a UMass student or staff person.

**Can I have two recommendations?**

The software you will use to apply, [umass.erezlife.com](https://umass.erezlife.com), will accept only one reference.

**An important note about your recommendation:**

A link will be sent to the person chosen to submit your recommendation only *after you have completed the application*. Recommendations are generally due three days after the application closes (check the timeline at <https://www.umass.edu/living/yourplace> for the exact date). While the reference does not affect the application score significantly we highly recommend that students *be sure to complete their application early!*

**Will the person submitting my recommendation be able to see my personal information and supporting documents?**

No, that person will submit your reference via a link emailed to them and cannot see any part of your application.

**I submitted my application but I didn't receive a confirmation email. Was my application received?**

No, you would have received the confirmation email. Your application was not completed and will not be given consideration until it is completed. Revisit your application and check to see that you answered all required questions. (A commonly missed question asks for your t-shirt size.)

Don't forget to click on the checkbox above the following:

By checking off this item, I declare that I understand and agree to the following:

- University of Massachusetts - Amherst may contact my references.
- All information provided and contained within this application is truthful and accurate to the best of my knowledge.

Once you click the checkbox be sure to click on Submit.

### **How do I sign up for the EDUC391R CORE course?**

Students do not register for the course during the standard registration period. Those who advance to the interview portion of the selection process will be enrolled in EDUC391R: CORE by Residential Life, pending completion of the interview. There will be 25 sections of the course offered in spring. A course preference form will be provided so that applicants can indicate which section(s) of the course fits their schedule. At the end of the semester, Residential Life will confirm successful completion of EDUC391R: CORE. Students who do not pass the course at that time will be removed from the RA or PM selection process, which will include rescinding an offer.

### **Do I have to take the EDUC391R CORE class before I can apply?**

You do not have to take the course *before* you apply. You need to successfully complete the course *before* you begin working in the RA or PM position.

### **Can I take the class while I am an RA/PM?**

The course is a pre-employment requirement. You *must* have completed the course prior to beginning a position.

### **I'm going abroad during the spring semester. Can I take the course over winter session? Or can I attend a remote section?**

Due to the nature of the course it is not offered remotely. The CORE course is highly interactive, giving applicants a chance to learn about various aspects of each position, as well as the duties and responsibilities involved. It is also not offered during the summer or winter terms. If you have completed the course in a previous semester then yes, you are minimally qualified to apply. However, since you must complete the course prior to commencement of the position, it is not worth your time filling out the application. Hopefully you will be able to apply for the next academic year.

### **What are the minimum qualifications for the position?**

- All RAs and PMs must be current full-time UMass undergraduate students.
- RAs must maintain above a 2.5 cumulative GPA; PMs must maintain a 2.75 cumulative GPA. PMs selected to live in the Commonwealth Honors College Residential Community (CHCRC) are required to have a 3.4 at the time of application and commencement of the Peer Mentor position as well as be a member of the Commonwealth Honors College.
- All RAs and PMs must be free of active conduct sanctions at least two weeks prior to the commencement of August training. (Not sure about this one? Reach out to the Student Conduct and Community Standards Office [https://www.umass.edu/dean\\_students/sccs](https://www.umass.edu/dean_students/sccs))

- All RAs and PMs must successfully complete (pass) EDUC391R: Community of Residence Educators (CORE) 1-Credit Course prior to starting the position.

### **Can I choose where I will live as a RA or PM?**

RA/PM candidates do not choose their residence halls or floors. Applicants for RA and PM positions are applying campus wide. Students can be offered a position anywhere on campus and, if they choose to decline a position because they are not satisfied with their placement, their application is removed from the alternate pool and they must apply again for the following year. RA and PM candidates are chosen to work in residence halls that match their skills and interests. Once a candidate is offered a position as a RA or PM on campus they can either accept that position or they can decline. They cannot petition to move to a hall of their choosing. Once a candidate accepts a RA or PM position their student housing is cancelled automatically, and they are assigned to the room in the hall to which they've been assigned.

### **Can I choose a roommate, or bring my current roommate with me?**

RAs and PMs have their own rooms and do not have roommates. In suite-style housing there is only one RA per suite.

### **I am a Commonwealth Honors College Student. If I am offered a RA position, will it automatically be in CHC?**

Offers to candidates will be based on the needs of the cluster paired with the particular strengths and interests of the candidate. A position in Commonwealth Honors College is not guaranteed.

### **I have a medical condition which I believe will require me to have a particular kind of housing in order to be healthy and comfortable. How do I make this request?**

In order to be considered for a medical accommodation you must be registered with the Office of Disability Services. It is recommended that you begin the process at your earliest convenience by contacting Disability Services at 413 545-0892 or [disability@umass.edu](mailto:disability@umass.edu).

### **Can international students work as RAs and PMs?**

In order to hold this position, students must be eligible for student payroll. If you are not a US citizen and do not hold a F1 or J1 visa, you are most likely not eligible for student payroll. If you have questions regarding your status, please contact the International Programs Office or Student Payroll.

**I want to apply for the position but am not sure I'll be able to work two consecutive semesters due to study abroad opportunities or possible early graduation. Can I still apply?**

Yes, while it is a one-year position students can work just one semester if they are off campus the following.

**What is the difference between the RA and PM position in terms of compensation and position responsibilities?**

<b>Job Task</b>	<b>Resident Assistant</b>	<b>Peer Mentor</b>
<b>Work Hours</b>	20 per week	15 per week
<b>Job Focus</b>	Community Development, Student Support, Incident Response	Academic Support & Transition to Campus, Student Support
<b>Student Populations they work with</b>	First Year Students & Multi Year Students	First Year Students
<b>Duty Responsibilities</b>	Serve in a duty rotation	No duty
<b>Break Housing Work Options</b>	Break Housing RA Option	No break housing work option

The difference in compensation is due to the difference in hours worked. The RA position is 20 hours per week, while the PM position is 15 hours per week. Both are paid by a stipend meaning that the total number of hours worked in a year is multiplied by the pay rate. That total is divided by the number of pay periods in the semester to get the bi-weekly pay total. The compensation packages for next year will be dependent on the dates in the academic calendar

**2022-2023 Compensation Package**

<b>Position</b>	<b>Housing</b>	<b>Total Stipend</b>
New RA – Default Package	100% Housing Waiver	\$5,340.14
New PM – Default Package	100% Housing Waiver	\$2,276.51
New RA – Opt Out Package	\$7,840 - Paid by staff member	\$13,180.14

New PM – Opt Out Package	\$7,840 - Paid by staff member	\$10,116.51
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**I'M IN ROTC, CAN I STILL APPLY OR WON'T IT WORK WITH MY SCHEDULE?**

It truly depends on the schedule with ROTC as all RAs & PMs are required to attend all of training in August and January. Previous members of Residential Life staff who were also in ROTC were able to balance their ROTC responsibilities with the time constraints of Residential Life student staff training.

ROTC members are encouraged to apply, in consultation with their supervisors in ROTC. The minimum requirements of the RA or PM position must be met including attendance for all of training, hall duty, and all other requirements of the student staff position.