

STUDENT LABOR POSITION DESCRIPTION**Student Life– Residence Halls**

Most Recently Updated 08/29/00

Position Title: Residence Hall Monitor
Must work 15 hrs/wk.

I. Grade Level: 5**II. Description:****A.** The following are the essential duties for a Residence Hall Monitor in Student Life:

1. Advises, guides, and assists members of the student body.
2. Serves as a role model for the student body.
3. Leads discussions on the value of community living
4. Is responsible for the building in the absence of a collegium member.
5. Is responsible for the general maintenance of the building including supervision of janitors
6. Performs other job-related duties as assigned.

B. The following are *possible additional* duties for this position:
none beyond those deemed essential above**III. Learning Opportunities:**

- A. Building maintenance procedures.
- B. If Grade 5, develop the attributes appropriate to Grade 5 positions: an understanding of departmental management; taking responsibility for the effectiveness of others; an awareness of departmental and institutional relationships; teaching and instruction techniques; communication and interpersonal skills; and evaluation of workers and procedures.
- C. Becomes very well informed about many types of safety issues (fire safety, date rape, tornado warnings, etc.).
- D. Council students with serious issues/problems.
- E. Take part in House Councils/Hall Judicials.
- F. Perform team functions as determined by the hall staff.

IV. Basic Qualifications:

- A. General: Strong leadership ability; commitment to developing a cohesive community
- B. Skill: A positive attitude of respect toward everyone
- C. Physical: none
- D. Academic: Student must be in Good Standing (no probationary status);

V. Desirable Qualifications:

- A. Understanding that this is a primary position with no opportunity for a secondary position.
- B. Commitment to abide by all College policies; pledge to confront and report any policy violations.
- C. Attendance at all training sessions throughout the year.

VI. Narrative Summary:

Student provided leadership and guidance to members of the student body and stood as an example of what a Berea College student should be. Student espoused the principles and values held as important by the college. Student assisted in maintaining a high level of cleanliness and order in the residence hall. Student also helped create and maintain a pleasant, safe living environment in the dormitories. In addition, student performed additional job-related duties as assigned.