

**Position Title:** Youth Programs: Summer Resident Assistant

**Supervisor Name:** Liz Reiser

**Supervisor Title:** Director of Youth Services

**Department:** Professional and Continuing Education

**Number of Openings:** tbd

**Hours per Week:** tbd

**Hourly Rate or Salary:** \$12/hour up to \$2100 plus room and board

**Position Duties & Description:**

**TIME COMMITMENT:**

Approximately 7/5/2018 -8/17/2017 (includes training)

**SUMMER YOUTH PROGRAM’S OVERVIEW:**

MassArt’s Summer Intensives and Summer Studios Programs both offer a residential component. These programs are designed to allow high school juniors and seniors to experience MassArt before college.

Summer Intensives (first part of July) is a two-week program where students choose a morning studio focus and an afternoon studio focus. Students in the residential component must attend Summer Intensives for the full day. (Other SI participants are not required to attend for a full day.)

The Summer Intensives program offers high school students an opportunity to fully immerse themselves in the electives of their choice. The program concludes with critiques. Up to 20 students choose to reside on campus and need the supervision of the Residential staff.

Summer Studios (end of July/early August), MassArt’s four-week, pre-college program where students attend classes daily. The curriculum addresses fundamentals through three required classes: 2D Fundamentals, 3D Fundamentals and Issues and Images. Students also attend one elective. The program includes presentations from Admissions, field trips to area museums and galleries and concludes with a final exhibition.

Summer Studios is designed to help students prepare for a BFA program, or decide whether or not higher education focused on the visual arts is the right choice for them. Up to 40 students choose to reside on campus and need the supervision of the Residential staff.

Under Resident Coordinator direction, provide residents with a safe environment by observing and communicating resident rules clearly and consistently. Resident Assistants work closely with the leadership of the Housing and Residence Life Office and Summer Studios program coordinators.

This team provides a safe and enjoyable experience through the preparation of evening and weekend activities, compliance with health and safety regulations and demonstration of mature behavior and good judgment.

**RESPONSIBILITIES INCLUDE:**

- Participate in pre-program training
- With assistance, plan and implement evening and weekend activities that promote a friendly, respectful learning environment
- With respect and authority, intervene when rules are violated and/or safety is at stake
- Maintain confidentiality, listen and make appropriate referrals with assistance from the Resident Coordinator
- Maintain Communications Log
- Report infractions and concerns to Resident Coordinator on a regular and timely basis using appropriate forms
- Assure availability during on-duty times. Participate in Student Orientation, Studio events, Final Exhibitions and other programs as assigned
- Meet regularly with residence staff and as needed/requested with Assist Program Manager

- Attend weekly staff meetings with Summer Studios Program Manager
- Uphold professionalism toward college philosophy, rules and regulations
- With assistance, plan and implement check-out for students for Summer Intensives and Summer Studios

**Qualifications:**

**REQUIRED:**

- Previous experience working with high school students
- Demonstrated leadership skills and testaments of good judgment
- Positive CORI (Criminal Offender Record Information) check (All staff working with students under 18 years of age are required to complete a CORI check)

**Preferred:**

- Third-year through graduate level student
- Studio or Art Education major

**Leadership Responsibilities:**

- Attendance and participation in the 2017-2018 Leadership Selection Process including interviews and Group Process Day if required by their position
- Must remain in good academic and disciplinary standing
- Uphold and abide by the policies and procedures in the MassArt Student Handbook
- Check MassArt e-mail at least once per day, during Summer 2018