

The University of Arizona
Native American Science and Engineering Program
Mentor and Resident Assistant Job Application

The Office of Early Academic Outreach is looking for a qualified University of Arizona candidate to serve as a mentor and resident assistant to male participants during the 2023 Native American Science & Engineering Program (NASEP) residential stay at the University of Arizona. The primary function is to mentor the high school participants, provide supervision in the residence hall, support NASEP staff during program activities, and attend NASEP events during the week of June 11-17, 2023.

Position Title	Resident Assistant
Application Deadline	Open until filled. Preferred deadline: April 21, 2023, with interviews conducted on April 27 th through May 5 th
Rate of Pay	Student Group B - \$13
Days and Schedule to be Worked	Initial Training - TBA and Sunday, June 11 to Saturday, June 17, 2023
Number of Hours Worked	70
Documents Required to be Attached	1. Resume 2. Letter of Interest 3. Availability for a ~30 minute interview between April 27 th through May 5 th
Position Summary	The Native American Science & Engineering Program is a free year-long program designed to provide Native American senior high school students with the necessary resources to enroll in college and pursue a career in Science Technology Engineering & Mathematics (STEM) fields. Resident Assistants (RA) are responsible for supervising 24 NASEP participants for one night at the Biosphere and five nights in a residence hall. Additionally, resident assistants are responsible for attending NASEP events and creating a welcoming and safe environment for participants.
Minimum Qualifications	<ul style="list-style-type: none"> • You must have spent at least one semester as a full-time college student at The University of Arizona and are enrolled for the fall 2023 semester. • You must be able to arrive on campus and fully participate in RA training • Through the selection process a successful candidate will demonstrate: <ul style="list-style-type: none"> *Positive attitude *Strong interpersonal skills *Commitment to helping others *High level of maturity and responsibility
Preferred Qualifications	<ul style="list-style-type: none"> • College Junior or higher enrolled for the fall 2023 semester • Have RA experience • Majoring in Science, Engineering, Technology, Mathematics, or a related field • Experience working with Native American students and communities
Duties and Responsibilities	<ul style="list-style-type: none"> • Conduct rounds through the building to assure security, communicate with residents and assure that compliance with Community Standards • Communicate with individuals and with groups • Facilitate an opening and closing wing meeting • Facilitate roommate meetings, if necessary • Complete administrative paperwork (e.g., Room Condition Reports, Check-in/out paperwork, and incident reports) • Inventory student room conditions and complete associated paperwork • Respond to emergency situations that occur in the hall • Attend NASEP events and activities throughout the week. • Mentor students by sharing your college experience and answering questions about college • Provide program support to NASEP staff
To Apply	Submit documents to Carol Seanez at cseanez@arizona.edu . Carol will be unavailable from March 28 th through April 4 th , so please direct questions to Rudy McCormick at rudymc@arizona.edu or (520) 626-2316 during this period.
NASEP Website	nasep.arizona.edu

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