



Dear RD Applicant,

Thank you for your continued interest in the Residence Life program at Charleston Southern University.

The Department of Residence Life strives to create an environment that is conducive to the intellectual, emotional, spiritual, and relational well-being of each residential student. Integration of faith in learning, leading, and serving are elements of CSU's vision that produce and promote opportunities for Residence Life to partner in building a thriving, learning community within our dorms.

The RD is responsible for his or her Resident Assistants, making sure they are performing their necessary duties. The RD also reports directly to the RLC and assists the RLC complete a variety of tasks. Resident Assistants are encouraged to call on their RD for guidance and assistance.

There are three parts to the application process:

- 1) PLACE Assessment. This assessment helps discover: Personality, Spiritual Gifts, Abilities, Passion in Ministry, and connect them with Experiences.
- 2) Application. Fill out the actual application completely and honestly.
- 3) Letters of Recommendation. You will need 2 letters of recommendation. One will come from a pastor or minister from the church of which you are attending and serving. The other will come from either a professor or employer.
- 4) An "About Me" page on an 8 ½ x 11 sheet of paper that represents who you are. Be as creative as you would like as you will use this as your way of introducing yourself to the interview panel.
- 5) Interview with Residence Life Coordinators

Our prayer is that the Lord leads us to the people who are seeking after Him, and who desire to lead and serve others on this campus. Thank you for applying and God bless!

~ Residence Life Staff

*Jesus says, "The harvest is plentiful, but the laborers are few. Therefore, pray earnestly to the Lord of the harvest to send out laborers into his harvest."  
Luke 10:2*

## Mission

In keeping with the mission of Charleston Southern University, the Department of Residence Life strives to create an environment that is conducive to the intellectual, emotional, spiritual, and relational well-being of each residential student. Integration of faith in learning, leading, and serving are elements of CSU's vision that produce and promote opportunities for Residence Life to partner in building a thriving learning community within our dorms.

### We accomplish this mission by:

- Ensuring that residents are provided with a positive living-learning environment with an emphasis on academic success, positive community, and spiritual well being
- Producing and maintaining residential learning communities
- Creating a safe community for every residential student
- Partnering with Counseling Service to train and equip Residential Staff to identify residents that are struggling to adapt to CSU's intellectual and residential environments
- Committing to excellence
- Developing quality student leaders and supporting communities that value respect and engage in positive citizenship

## Resident Director (RD)

- **Description**
  - A Resident Director (RD) is a student member of the Residence Life department. The RD is present to provide direction to the overall residence hall program. These individuals demonstrate excellent leadership and administrative skills that will enable them to assist both the RLC and RA. This person supervises the Resident Assistant team and assists in helping students comprehend and comply with University policies. The RD possesses a God-given ability to engage with students of all walks with the purpose of enhancing their spiritual journey. The RD assists in implementing programs that will strengthen the spiritual development of the students in the residence hall. The RD takes a primary role with the Resident Assistant team to minister, mentor, and equip them by integrating faith in learning, leading and serving.

## Responsibilities

- Supervise and advise RA
- Account for RAs through bi-monthly contact sheets
- Advise students and make appropriate referral to Student Life personnel
- Assist the RLC in creating and maintaining residence hall programming
- Provide direction in time of emergencies
- Assist with RA training
- Create an inviting living environment on the hall
- Maintain campus grounds with a weekly trash pick up session
- Provide spiritual guidance to RAs and students
- Oversee student activities and programs led by RAs in the residence hall
- Facilitate Residence Hall meetings that inform students of University's rules, regulations and information
- Respond to emergency calls that would be in violation of the University's policies
- Collect and review RA monthly paperwork
- Meet with RAs on a weekly basis to discuss matters involving residence life
- Facilitate the checkout process with Resident Assistant teams
- Ensure maintenance problems are reported and forwarded to Physical Plant personnel
- Ensure maintenance problems are reported and forwarded to Physical Plant personnel
- Build community on campus
- Improve student life, by being relational and transparent to every residential student
- Improve student life experience because everyone on campus is receiving a personal attention
- Produce opportunities for everyone to experience the love of Christ personally
- Improve communication between students and faculty, staff, and administration by acting as a liaison
- Pray for each student leader involved in Campus Ministries, Residence Life, and Counseling Services
- Worship at Elevate every week

Promoting Academic Excellence in a Christian Environment

# Charleston Southern University Resident Director Application

2010-2011 Resident Director Application

RD Application Deadline:  
Monday, March 1<sup>st</sup>, 2010 by 5 PM

Attach  
picture  
here

## Personal Information

Name: \_\_\_\_\_

ID Number: \_\_\_\_\_ Campus Box Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Contact Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Permanent Phone Number: \_\_\_\_\_

## Academic Status

Class Rank at CSU (circle one): Senior Junior Sophomore Freshman

Current Major: \_\_\_\_\_ Minor (if applicable): \_\_\_\_\_

Hours enrolled current semester: \_\_\_\_\_ Hours earned last semester: \_\_\_\_\_

Total hours completed: \_\_\_\_\_ GPA: \_\_\_\_\_ Current GPA: \_\_\_\_\_

Proposed graduation date: \_\_\_\_\_

## Financial Aid Information

Are you qualified for the Federal Workstudy Program? Yes No

## Residence Hall Preference

Indicate your residence hall preference by ranking them in order of your preference (These preferences will be given consideration, but are not guaranteed. Assignments are made according to the need of the Residence Life Program.)

### Female Residence Halls

Women's North (freshmen/new students) \_\_\_\_\_

Women's South (upperclassmen) \_\_\_\_\_

Women's North (upperclassmen) \_\_\_\_\_

Russell East (freshmen) \_\_\_\_\_

### Male Residence Halls

Russell West (freshmen) \_\_\_\_\_

Quad 2 (upperclassmen) \_\_\_\_\_

Quad 1 (freshmen/new students) \_\_\_\_\_

Quad 3 (upperclassmen) \_\_\_\_\_

**Please complete the following questions on a separate piece of paper. Please type your responses and attach them to the application.**

*General Questions:*

1. What has been the highlight of your Residence Life experience?
2. How would you build community among your RAs?
3. Why should we consider you for the promotion?
4. In what area do you need improvement? How do you plan on progressing?
5. What makes you an ideal mentor?
6. Since becoming a part of Residence Life, how have you effectively led your residents?

*Spiritual Based:*

1. What experiences from your past have equipped you with the skills needed for being a spiritual leader?
2. What's the most important quality a spiritual leader should possess?
3. How would you demonstrate a Christ-like attitude toward your residents?
4. What do you feel are your spiritual gifts?
5. Jesus was the greatest leader in the history of the world. How would you describe Jesus as a leader?
6. Humility is the hallmark of a servant. What is the importance of being a servant leader? ‘

**Employment:**

Present Employment: \_\_\_\_\_

Hours per week: \_\_\_\_\_ Work Phone: \_\_\_\_\_

**Church Information:**

Home Church: \_\_\_\_\_ City \_\_\_\_\_

Local Church: \_\_\_\_\_ City \_\_\_\_\_

List any areas in which you are involved at your church: \_\_\_\_\_

\_\_\_\_\_

List other religious organizations to which you belong or in which you participate: \_\_\_\_\_

\_\_\_\_\_

**Extracurricular Activities:**

List any academic, athletic, professional or social organizations to which you belong and any offices you have held:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The following section includes 5 different roles that promote our mission and vision of Residence Life. As Residence Life staff, we want each student to be in an environment that promotes intellectual, emotional, spiritual, and relational well-being. These 5 roles will help accomplish this mission. Each RA will be placed in one of these roles according to your gifts. Both taking the PLACE test and ranking these roles will decide where you will best serve.

Rank the following roles from 1 to 5 (“1” being what you most prefer and “5” being what you least prefer).

\_\_\_\_\_ Administrative-office assistant and student code enforcement

\_\_\_\_\_ Teaching/Bible studies- spiritual leader

\_\_\_\_\_ Programming/events- plan events for hall, building, and or campus

\_\_\_\_\_ Volunteer/Service- help coordinate and lead service opportunities

\_\_\_\_\_ Building ambassadors- spokesperson for the building, involved in House Council

Interviews will be held in the Brewer Center Conference Room beginning on Tuesday, March 16<sup>th</sup> and will conclude on Thursday, March 25<sup>th</sup>. A member of the Residence Life staff will contact you to set up an interview time. Interviews will last around 15 to 20 minutes. Please be on time and dress appropriately. If you have any questions, please contact the Residence Life office at 843-863-7190.

Thank you!

Melissa Bell, RLC

Jenny Drizis, RLC

Meghan Henderson, RLC

Aaron Sonnefeld, RLC

Mark Eckert, RLC

Corey Humphries, Director of Residence Life



Resident Director  
Recommendation Form  
Fall 2010-Spring 2011

Name of applicant: \_\_\_\_\_

**To the Recommender:**

The applicant is applying for the position of Resident Director. A Resident Director's sole responsibility is to supervise the resident assistants and hold them accountable. Your candid assessment of the candidate's ability and character is appreciated. Please be as specific as possible with your comments. Your comments will be held in confidence. Thank you for your cooperation in giving your time to this request.

Please complete this form and return it to the applicant in a sealed envelope by Monday, March 1<sup>st</sup>, 2010.

**Recommendation**

Your relationship to the applicant is:

- Professor
- Pastor or Youth Minister
- Employer
- Other: \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

Under what circumstances have you known the applicant? \_\_\_\_\_

\_\_\_\_\_

What are the candidate's most outstanding talents and characteristics? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Understanding that no one is perfect, what are the candidate's chief weaknesses?

\_\_\_\_\_

\_\_\_\_\_

Please rate the applicant on a scale of 1=Poor to 5=Excellent on each of the following characteristics.

	Poor		Average		Excellent
Dependability	1	2	3	4	5
People Skills	1	2	3	4	5
Trustworthiness	1	2	3	4	5
Leadership abilities	1	2	3	4	5
Respect for Authority	1	2	3	4	5
Sound Judgment	1	2	3	4	5

We would appreciate any additional comment(s) you may wish to make concerning the applicant's intellectual capacity, ability to work with others, ability to lead others, and personal goals and motivations.

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Based on the above information, I... (please circle below)

- Strongly recommend
- Recommend
- Recommend, with some reservation
- Do not recommend
- Do not feel I can evaluate this candidate adequately and would prefer that the candidate seek a recommendation from another individual.

If you feel you cannot recommend this candidate for the position of Resident Director, please list your reasons on the back of this sheet or on an additional sheet of paper.

Your Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name of Organization you represent: \_\_\_\_\_

May we contact you regarding this applicant? \_\_\_\_\_ Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_

**Thank you very much for taking the time to complete this recommendation.  
Remember to return this form to the applicant (in a sealed envelope) no later than:  
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