

Assistant to the Faculty Fellow for Learning Communities
Department of Religious Studies

Student Associate Responsibilities:

- **Marketing:** Developing messages (in mailings, web pages, podcasts, Facebook postings, and individual conversations) that communicate to entering students and their families the advantages of participating in a residential learning community and address any possible concerns; working with the Faculty Fellow and Director of New Student Programs to ensure that these messages are disseminated in an efficient and timely manner
- **Placement:** Assisting with the placement of interested students in residential learning communities that match their interests and are compatible with their class schedules, their choice of roommate, and their residential preference (co-ed or single gender housing)
- **Oversight:** Assisting faculty and residence life staff with the logistical aspects of outside-of-class programming; helping maintain a regular flow of information between staff, faculty, resident advisors and peer tutors involved in the program
- **Assessment:** Gathering and organizing information about the experience of first-year students in learning communities (through interviews, surveys and focus groups) that can be used to improve the program in subsequent years
- **Troubleshooting:** Assisting the Faculty Fellow in addressing problems, particularly when this requires visiting residence halls

Student Associate Requirements: The Student Associate may be any major. There are no required technical skills beyond the use of e-mail and internet. Writing and marketing skills are important. Experience with or interest in assessment would be helpful. Comfort with and skill in communicating with faculty, staff and students is paramount.

College Benefits: The Student Associate would have a role in improving the effectiveness and efficiency of a dynamic program that bridges the academic and residential sides of the college, enhances the intellectual atmosphere on campus, and facilitates collaboration between faculty, staff and students.