

Undergraduate Housing

Office for Residential Life and Housing Services

The Graduate House Advisor (GHA) is a para-professional staff member for the Office for Residential Life and Housing Services reporting to the Area Coordinator. The primary charge of the GHA is to build a healthy and inclusive residential community in a specific house and to foster a lively academic and intellectual environment and culture. This position requires flexibility, aptitude, and willingness to succeed in structured and unstructured settings with students, staff, and faculty. GHAs are expected to create intellectually active residential environments that enhance personal growth and support the academic mission of the College. GHAs work with residents to develop residential group identity, campus spirit, and pride in the College.

The primary areas of responsibility for the GHA within their assigned House are as follows:

- 1.**

Assist students in developing an understanding of expectations and behavioral standards appropriate to group living in an academic institution.

Confront individuals whose behavior is unacceptable and, where appropriate, refer cases to the student conduct system.

3. Facilities Management: _

Conduct a daily walk-through of the entire facility (common areas.)

Serve as a liaison for facilities and operations issues.

Participate in monthly walk-through and periodic inspections of the facility with Residential Life Facilities staff and others.

Work with the Environmental Health and Safety Office, including the University Sanitarian, Fire Safety (including assisting with fire drills), and Pest Control to preserve a safe, secure and healthy living environment.

Conduct resident meetings at the beginning and end of each semester and before Thanksgiving and Spring Break to ensure policies are followed.

Advice and assist the house manager in performing all opening and closing duties during all breaks (Thanksgiving, Winter, Spring, and closing.)

4. Group Advising: _

Develop an awareness of the chapter's or program's goals, constitution and by-laws.

Assist officers and residents in achieving these goals.

Attend at least one house or chapter meeting each month to ensure a visible and supportive staff presence.

Attend at least one meeting each semester with the officer(s) and faculty adviser/chapter advocate/alumni (as applicable.)

