

RESIDENCE HALL APPLICATION FOR EMPLOYMENT (Resident Assistant)

Complete and return (along with a cover letter and current resume) to:

Sarah Malinoski-Umberger
Schools Office, Box 1098
1 Ames Ave.
Chautauqua, NY 14722
smalinoski@ciweb.org

PLEASE PRINT OR TYPE

Name: Social Security #:

E-mail: Cell Phone:
(Please use e-mail account that you check regularly)

Current Address Until (Please indicate): month: day: year:
Street:
City: State: Zip Code:

Permanent Address
Street:
City: State: Zip Code:
Home Phone (if different from cell):

Age (must be 21 by June 19, 2013): Date of Birth:

Male ___ Female ___

Married ___ Single ___

Have you been convicted of a crime (felony or misdemeanor)? ___ Yes ___ No
(Date, Location and Offense):

Last place(s) of employment:

Have you ever worked at Chautauqua? Yes ___ No ___

If yes, where and when?

How did you hear about this position?:

Education Dates (From-To) Did you graduate?

High School: From: To: Yes ___ No ___

College/University: From: To: Yes ___ No ___

Major: Year in College:

I can ___ cannot ___ remain for the full program (8 weeks).

If you are offered a position, are you willing to be placed in any residence hall?

Yes ___ No ___

If you have had any special training or experience pertinent to the position applied for, please state here.

- 1.
- 2.
- 3.

If you have applied for work elsewhere at Chautauqua, please state where.

Nearest Relative - (In case of emergency):

Name:

Street:

City: State: Zip Code:

Phone:

E-Mail:

Chautauqua Institution is an Equal Opportunity Employer

Have you applied as a student to study at Chautauqua?

Which program? (art, voice, piano, instrumental)

Present Admissions Status:

Indicate any further information that you think may be helpful to us in evaluating your training and experience:

3 REFERENCES:

Be sure to include person's name, business or profession and complete address, e-mail, and telephone

1.

2.

3.

Please give the reference form to **one** of the three references, above, and ask him/her to mail/fax it directly to us.

I affirm that the statements on this application and on any attached documents are true.

Signature of Applicant:

Date:

Please indicate your preferences:

Head Counselor _____ Relief Counselor (students only) _____

Age Group(s): 11 – 17 _____ 18 – 24 _____ 25 + _____

Male _____ Female _____

If a candidate for Head Counselor, I could come to Chautauqua for an interview.

Yes ___ No ___

Please respond in 5 to 15 lines, to each of the four problems below – problems that may easily arise in dormitories and how you would deal with each.

- 1. Some students are noisy after quiet hours.**

- 2. Articles are being stolen from residents' rooms. You and some residents have serious suspicions as to who the culprit is, but there is no concrete proof.**

- 3. You have one student who seems to be the cause of most of the problems. He/she instigates trouble, involves other residents, is boisterous and flouts your authority.**

- 4. The counselor with whom you are assigned does not follow the established policies of the dorm or enforce the rules. You do follow the policies and enforce the rules. This situation begins to obstruct the smooth running of the dorm.**