

BECOME A **SUMMER** CONFERENCE ASSISTANT



INFORMATIONAL SESSIONS

WED, MARCH 25 - 6:00PM & 6:30PM

MON, MARCH 30 - 1:30PM & 2:00PM

WED, APRIL 1 - 3:00PM & 3:30PM

MON, APRIL 6 - 6:00PM & 6:30PM

LOCATED IN SAM MAY BASEMENT

RESLIFE PROGRAMING SPACE

MCRH, MULTIPURPOSE ROOM

MCRH LOBBY

SHERIDAN LOBBY

MUST ATTEND INFO SESSION TO RECEIVE AN APPLICATION

REQUIREMENTS

- MUST BE A MATRICULATED STUDENT AT THE TIME OF APPLICATION & FOR FALL 2026.
- MUST HAVE RESIDENCE LIFE EXPERIENCE (RA, RLA, DA, HALL COUNCIL, IRC)
- MINIMUM CUMULATIVE GPA OF 2.3 AT TIME OF APPLICATION
- MUST BE BOTH HEALTH & FINANCIAL COMPLIANT AT TIME OF APPLICATION & START OF EMPLOYMENT.
- MUST LIVE ON CAMPUS DURING THE DURATION OF EMPLOYMENT (MAY 15 – AUGUST 26)
- MUST BE IN GOOD STANDING WITH THE OFFICE OF STUDENT RIGHTS & RESPONSIBILITIES
- MANDATORY WORK REQUIRED FOR ALL NEW STUDENT ORIENTATION SESSIONS
- MUST BE ABLE TO COMMIT 10 MINIMUM HOURS PER WEEK INCLUDING WEEKDAYS/WEEKENDS
- PARTICIPATE IN DUTY SHIFTS AS A PART OF THE STAFF ROTATION
- CANNOT HOLD ANOTHER ON-CAMPUS JOB DURING TIME OF EMPLOYMENT INCLUDING ANY STIPEND POSITION PAID BY CENTRAL
- ATTEND WEEKLY STAFF MEETINGS (WEDNESDAYS 3:00 - 5:00 PM)

JOB DESCRIPTION



**PLEASE READ CAREFULLY
TO UNDERSTAND ALL JOB
RESPOSIBILITIES**

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REQUIREMENTS

- MUST BE A MATRICULATED CENTRAL STUDENT AT THE TIME OF APPLICATION & FALL 2026.
- MINIMUM CUMULATIVE GPA OF 2.3 AT TIME OF APPLICATION
- MUST LIVE ON CAMPUS DURING THE DURATION OF EMPLOYMENT (MAY 17 – AUGUST 26)
- MUST BE IN GOOD STANDING WITH THE OFFICE OF STUDENT RIGHTS & RESPONSIBILITIES
- MUST BE ABLE TO COMMIT 10 MINIMUM HOURS PER WEEK INCLUDING WEEKDAYS/WEEKENDS
- PARTICIPATE IN DUTY SHIFTS AS A PART OF THE STAFF ROTATION
- CANNOT HOLD ANOTHER ON-CAMPUS JOB DURING TIME OF EMPLOYMENT INCLUDING ANY STIPEND POSITION PAID BY CENTRAL
- MANDATORY WORK REQUIRED FOR ALL NEW STUDENT ORIENTATION SESSIONS. LISTED BELOW
- ATTEND WEEKLY STAFF MEETINGS (WEDNESDAYS 3:00 - 5:00 PM)
- MUST HAVE RESIDENCE LIFE EXPERIENCE (RA, RLA, DA, HALL COUNCIL, IRC)
- MUST BE BOTH HEALTH & FINANCIAL COMPLIANT AT THE TIME OF APPLICATION & START OF EMPLOYMENT

MANDATORY EMPLOYMENT DATES

- NEW STUDENT ORIENTATION OVERNIGHT SESSIONS: JUNE 16, 17, 22, 23, 25, 26
- NEW STUDENT ORIENTATION OVERNIGHT SESSIONS: JULY 6, 7, 9, 10
- NEW STUDENT ORIENTATION (ONE-DAY) SESSIONS: JUNE 12, JULY 14