PENNSYLVANIA GOVERNOR'S SCHOOL FOR THE SCIENCES 2015

Application for position as Co-Director of Residential Life (RLD)

We typically hire two people as <u>Co-Directors of Residential Life (RLD)</u>: one male and one female. These people will serve as liaisons between the Residential Life Staff (TA/Counselors) and the PGSS Program Office. Preferred experience: should have graduated from college by the start of the program, and should have had two summers of prior experience with PGSS as a TA/Counselor.

Responsibilities of the RLDs include:

PART I. General Information

- Supervising the Residential Life Staff (TA/Counselors).
- Assisting the Program Director with room assignments for TA/Counselors and PGSS Students.
- Assigning duties to TA/Counselors, in regard to all dorm and social activities.
- Managing money for social events, and delivering money to the PGSS Program Office.
- Assisting the Program Director with assigning TA/Counselors to the various elective courses.
- · Organizing and leading weekly Residential Staff meetings.
- Providing for the health and safety of the students and residential staff.
- Serving as a role model, in regard to teamwork and community-building.
- Enforcing residence life dorm & curfew regulations
- Meeting at least weekly with the Program Director.

Name						
Name of University/College Currently	Attending (or from wh	ich you have graduated)				
Your Current Address	City	State	Zip (Code		
Your Current Phone No.	Your Phone No. after May 1 of this year					
Your Address after May 1 of this year	City	State	Zip (Code		
Male Female		XXX-XX-				
Sex (Circle One)	Date of Birth	Social Security No	. (last 4 dig	gits)		
Degree Program (Major)		Graduation Date				
e-mail address						
Did you attend the Pennsylvania Gove If yes, what year did you attend PGSS		Sciences (PGSS) as a student?	Yes	No.		
Were you a TA/Counselor for PGSS? If yes, what years did you serve as a	-A/Counselor?		Yes	No		

PART II. References

Please ask <u>two</u> people to write letters of reference in support of your application, and have them send their letters, by the application deadline, directly to the address below (either by postal mail or email).

Deadline: March 15

Barry Luokkala, Ph.D., University Director Pennsylvania Governor's School for the Sciences c/o Department of Physics Carnegie Mellon University Pittsburgh, PA 15213

Email: pgss@cmu.edu

PART III. Qualifications

- 1. Please attach your current <u>resume or *Curriculum Vitae*</u> and a current <u>University transcript</u> to this application form.
- 2. Please respond to the following questions, either in the space provided, or on separate sheets.

A. Why do you want to become a PGSS Co-Director of Residential Life (RLD)?

B. RLD Qualifications describe any experimental in fulfilling these researches.	rience you have had in the	nsibilities of the RLDs se areas and/or what y	at the top of Page 1.) Pleas ou view as your primary focu
	•		

- C. Occasionally a problem arises which requires intervention by the RLD. Some examples are:
 - A student chronically showing disrespect to other students or to the TA/Counselors.
 - A TA/Counselor becoming inappropriately involved with a student or another TA/Counselor.
 - A student manifests a health/behavioral problem which is potentially dangerous.
 - A TA/Counselor fails to perform a scheduled task.

Choose one of the above problems and explain how you would handle the situation.						

The PGSS RLDs will be expected to take up dormitory residency on the CMU campus on Wednesday, June 24, and will remain in residence until Sunday, August 2. Living quarters are in the same dormitory as the PGSS students.

PGSS RLDs are not permitted to have other employment or to take courses while the PGSS program is in operation.

Stipend: \$3,000. Housing is included (in the PGSS dorm) as well as a food allowance.

Please keep a copy of this application for your records, since it includes dates of arrival and departure.

Return completed application to:

Barry Luokkala, University Director Pennsylvania Governor's School for the Sciences c/o Department of Physics Carnegie Mellon University Pittsburgh, PA 15213 Email: pgss@cmu.edu

Application Deadline: March 15