

Sunnyside Apartments Graduate Assistantship Description

Overview and General Purpose

Sunnyside Apartments at the University of Utah owns and operates 1,000 apartments for single graduate students and students and staff with their families. The University of Utah family and single graduate housing accommodates undergraduate and graduate students from all over the world. Our apartment community fosters individual lifestyles and educational opportunities within a framework of responsible freedom. Residents enjoy, cultural activities, children's programs, and individual participation in community affairs.

The Graduate Assistant (GA) position is 12-month live-in position within Sunnyside Apartments and Auxiliary Services at the University of Utah. The GA reports to the Associate Director of Resident Life and Outreach and assists in providing leadership and training to 30 resident life staff and in coordinating educational and social programming for a diverse population of students, staff and their families.

Departmental Mission Statement

As a self-supporting auxiliary enterprise, the mission of Sunnyside Apartments is to support and advance the academic, research and public service missions of the University of Utah by providing apartments for eligible students, staff, and their families. We are committed to providing excellent support services such as resident life, maintenance, grounds, assignments, accounting, and child care in a fair and responsive manner to our customers. We continually strive to make the residential experience an important part of the total university experience.

Resident Life Mission Statement

The Resident Life Team at Sunnyside Apartments is committed to building an engaged, connected community through educational and social programming, resident orientations, and proactive outreach. We build relationships with campus and community partners to ensure all residents can access resources that help them learn, grow and thrive during their time living on campus. As a team, we support each other with ongoing training, reflection and evaluation so that we can adapt, continually increase our level of service, and enhance relationships within the community. We are dedicated to creating a safe, inclusive, and welcoming community where our diverse population of students, staff and their families can feel at home.

Opportunities for Graduate Assistant

Sunnyside Apartments offers the unique opportunity for a graduate assistant to learn about non-traditional student family and single graduate experiences at a research institution and about student support service delivery to student families in university apartments. As an auxiliary service, Sunnyside Apartments also offers the opportunity for a graduate assistant to learn about budgeting, capital improvements, operations and facilities management, preventative maintenance of an aging facility and processes

related to potential renovation and rebuilding. Sunnyside Apartments is undergoing a phased rebuild project, so there will be opportunities to learn about demolition, new construction and opening new facilities.

Primary Responsibilities

- Maintain 20 work hours per week including scheduled evenings and weekend shifts including on-duty rotations.
- Create educational and social programming for diverse non-traditional student population including single graduate students and students with families (~50% graduate students, ~46% international students)
- Support resident life staff in programming, planning, and evaluating
- Co-supervise resident assistants including response to weekly reports, 1:1 meetings, meeting agenda creation and facilitation
- Collect data and conduct assessments of services
- Develop and implement training modules for resident life staff
- Promote leadership development with non-traditional student leaders and the student populations residing in complex
- Provide input into policy development for resident life staff and residents
- Provide administrative support for apartment assignments, orientations, and management
- Manage satellite food pantry for Sunnyside Apartment Residents
- Collaborate with other Auxiliary Service departments and with other campus and community resources for non-traditional students

Qualifications

- Completion of a bachelor's degree from an accredited institution
- Documented enrollment in current graduate program at the University of Utah
- Strong cross-cultural and interpersonal skills
- Event planning and program execution
- Passion for working with student family and single graduate student population

Compensation

- For single candidates, a furnished one-bedroom apartment; for candidates with partner or family, an unfurnished one-bedroom which includes all utilities, internet, and cable television.
- Annual salary estimated at \$27,000 for 12-month contract beginning August 16 including summer employment in 2024
- \$1,200 in professional development funds.