

Reference Form for Resident Assistant Candidates

Department of Housing & Residential Programs

Applicant's Full Name _____

Name of Reference _____ Title _____

You are being asked to give a reference for a Resident Assistant position. RAs are responsible for providing overall leadership to undergraduate residents on a floor or wing in a residence hall. RAs assist student with personal and academic concerns and help resolve any conflicts that may arise. The RA is expected to help build a positive and inclusive community by initiating or organizing floor or hall activities and programs. Most of all, the RA is expected to be a person who cares about his/her residents and attempts to make living on campus a rewarding experience for the student.

Rating Scale:

- 4 = **Exceptional** in exhibiting trait
- 3 = **Above average** in exhibiting trait
- 2 = **Adequate** in exhibiting trait
- 1 = **Inadequate** in exhibiting trait

Please rate this candidate, as best as you can, in the following areas:
(While numbers are important, we are also interested in your narrative in these areas as well.)

Motivation and Work Initiative

Is this candidate a self-starter? Does she/he originate actions and go beyond what is expected? Does she/he have the internal desire to do a well-done job?

4 3 2 1

Leadership Abilities

Do you see this person as a suitable role model for other college students? Has the candidate demonstrated leadership qualities in your interaction with him/her?

4 3 2 1

Oral Communication and Listening Skills

Is this person effective in expressing him/herself clearly in individual group settings? Does this person listen to the views and opinions of others?

4 3 2 1

Sensitivity and Diversity

Does this person demonstrate an “open minded” attitude and attempt to understand differing points of view? Does she/he demonstrate openness about working with others that may be fundamentally different than them?

4 3 2 1

Organization, Planning and Teamwork

Does this candidate work well with others? Does she/he have the ability to establish a course of action, for her/himself, to accomplish a specific goal? Does this candidate manage his/her time well?

4 3 2 1

General Comments:

Name (Please Print)

Signature

Title

Street

City, State, Zip Code

(Area Code) Phone Number

Please Return to:

**RA Selection Committee
Department of Housing and Residential Programs
Harbold Hall
Millersville University
Millersville, PA 17551-0302**