

## Elizabethtown College | Office of Residence Life

<b>Job Title:</b>	Community Fellow		
<b>Office:</b>	Office of Residence Life		
<b>Supervisor:</b>	Director of Residence Life		
<b>Hours:</b>	5-10 hours/week (maximum 85 hours/semester)*		
<b>Compensation:</b>	\$8.00/hour		
<b>Job Description</b>			
<p><b>ROLE AND RESPONSIBILITIES</b></p> <p>The Community Fellow serves as a student leader in the Independent Living Units whose primary role is to provide opportunities for community-based learning, and to act as a liaison between the Office of Residence Life and the community members.</p> <p><b>The Community Fellow will:</b></p> <ul style="list-style-type: none"> <li>• Uphold the mission of the Office of Residence Life</li> <li>• Communicate information from the Office of Residence to the ILU residents as needed</li> <li>• Distribute marketing materials from the Office of Residence Life as needed</li> <li>• Provide opportunities for ILU residents to develop a sense of belonging in their community by planning and hosting TWO social programs each semester</li> <li>• Inspire meaningful learning via meaningful conversations, adulting programs, and newsletters based on residential learning goals (Live Well, Live Connected, Live Beyond, and Live with Purpose)</li> <li>• Create name tags for ILU residents at the beginning of the semester</li> <li>• Empower and equip ILU residents to access resources on campus and in the community</li> <li>• Attend Community Fellow training in May/August</li> <li>• Attend monthly Community Fellow staff meetings</li> <li>• Assist with building closings prior to each break</li> <li>• Abide by all policies and procedures described in the Student Handbook</li> <li>• Maintain full-time status as a student at Elizabethtown College</li> <li>• Maintain a minimum semester and cumulative GPA of 2.5</li> <li>• Complete other tasks as assigned</li> </ul> <p><b>QUALIFICATIONS &amp; REQUIREMENTS</b></p> <p>Minimum 2.5 GPA (semester and cumulative)            Good Standing with the College            Commitment to peer education</p> <p><b>PREFERRED QUALIFICATIONS</b></p> <p>Excellent communication skills            Excellent organizational skills</p>			
<p><b>*COMMUNITY FELLOWS MAY CHOOSE TO PARTICIPATE IN AN INTERNSHIP EXPERIENCE THROUGH RESIDENCE LIFE. AN INTERNSHIP EXPERIENCE WOULD CARRY ADDITIONAL REQUIREMENTS.</b></p>			
<b>Last Updated By:</b>	Dominick DiLoreto	<b>Date/Time:</b>	10/15/2018