

**Presby Hall Multicultural Advocate
Job Description and Application
Application Due December 8th, 2021**

Position Title: Multicultural Advocate

Status: Part-time / Non Exempt

Compensation: Room and board for the academic year

Function: The Multicultural Advocate (MA) works and collaborates with McKinley and Presby staff to make Presby Hall a safe, welcoming, and celebrative environment for ALL students. The MA assumes an active role in the advancement of multiculturalism and social justice by planning programs and learning events that deal primarily with diversity, multiculturalism, and social justice issues. The MA is a resource person on issues of social identity and social justice, a student advocate, a peer advisor, a role model, and an educator.

Organizational Relationship: The MA reports to the Presby Hall Resident Director; however, this is a highly collaborative position that requires consultation and cooperation with all staff at Presby Hall and the McKinley Foundation.

Duties and Responsibilities:

Leadership

- Works with McKinley and Presby leadership to build an inclusive living environment at Presby Hall.
- Serve as a leader and role model by confronting acts of intolerance or hate, encouraging dialogue among students, and working toward the creation of truly inclusive community.
- Participate in floor and hall activities, along with working weekly Presby Hall Front Desk shifts.
- Facilitate dialogues when social identity conflicts occur.

Information Resource

- Serve as a consultant for Resident Advisors in the areas of programming and interpersonal or community-based conflicts involving social identity issues.
- Be knowledgeable about campus and community resources so they can refer residents as appropriate.

Education and Programming

- Develop interactive and innovative programs around social justice and diversity that encourage interpersonal and group interactions among residents. Includes planning and implementing 1 to 2 active or passive programs each month.
- Collaborate with Resident Advisors, student organizations, and university departments on program initiatives around social justice and diversity, encouraging them to the McKinley space for these events as appropriate.

- Develop bulletin boards around social justice and diversity that educate and spark conversations among students and staff around various issues of social justice and social identities.
- Facilitate weekly community conversations.

Student Advocate

- Advocate for all students and staff inclusive of their many social identities, e.g., race, ethnicity, age, socio-economic status, gender, sexual orientation, religion.
- Provide individual support to students and staff who are struggling with issues involving social identity and cultural differences.

Administration

- Develop cross-cultural communication skills through ongoing training and development.
- Attend RA/MA staff meetings, Sundays at 8:00 p.m.
- Submit required reports and paperwork on time.

MA Job Requirements for Candidacy & Employment

MINIMUM QUALIFICATIONS

Minimum cumulative grade point average of 2.5 for undergraduates and 3.0 for graduate students. These requirements are enforced at the time of application (except for Freshmen), the completion of the Fall semester, and the completion of the Spring semester prior to employment. Newly selected candidates will forfeit their positions if minimum grade requirements are not met. Candidates, not Residential Life, are responsible for monitoring any incomplete academic work or grade changes that might affect employment status.

Consider applying for the Multicultural Advocate position if you meet these requirements now:

- You possess a minimum cumulative GPA average of 2.5 undergraduate students (2.5 for Freshmen by completion of the Fall 2015 semester), 3.0 for graduate students.
- You are in good conduct standing. You may not be on active “censure” or a sanction more severe.
- You are in good standing as a UIUC student employee.
- You can demonstrate effective communication skills, both written and oral.
- You have leadership potential.
- You show an outward desire to work with and learn from people from all different backgrounds.
- You are willing to accept and follow through with responsibility.
- You have a sincere interest in working with fellow students.

Required at time of appointment:

- Maintained required minimum cumulative GPA average of 2.5 for undergraduates and 3.0 for graduate students
- Full-time student at the University of Illinois at Urbana-Champaign at the time of appointment.
- Completion of 30 hours of college credit at the time of appointment. (First semester freshmen may not be hired for a mid- year position).
- Minimum of two semesters at a college or university, with strong preference given to students with at least one semester at the University of Illinois at Urbana-Champaign.
- Minimum of two semesters of organized group living experience (University of Illinois Residence Hall preferred).
- Ability to participate in all Training and Development programs, including weekly staff meetings.

Must be able to stay for Summer 2022.

Application Checklist

Personal Information

I. Please submit a resume. This resume should emphasize your educational aspirations, jobs, or extracurricular activities that make you qualified for the position. Candidates submitting more than one page will be penalized in the selection process.

**For questions II – V, submit no more than two pages total.*

II. What do you feel is the role of a Multicultural Advocate? What do you feel are the qualities that a good Multicultural Advocate (MA) should possess?

III. Why are you applying to be an MA at Presby Hall rather than another University residence hall?

IV. What motivations are you driven by to be a successful MA?

V. What do you believe are the most pressing problems facing students in Residential Life? How could you, as a Multicultural Advocate, help address at least two of these problems?

**For questions VI – VII, do not submit more than two pages total.*

VI. In what ways have you been a positive and active member of your community (i.e. your residence hall or other living experiences)? Please give at least 2 concrete examples to support your response. And, what elements of your community experience would you transfer to your role as an MA?

VII. Students come from a variety of backgrounds and life experiences. In your role as a Multicultural Advocate, how would you create an inclusive (welcoming & safe) environment where all residents feel comfortable and invited to participate in the community? What challenges and opportunities may present themselves as you bring together students from different backgrounds?

Supplemental Information

VIII. Please submit a symbolic representation of yourself. Be creative as you wish. This has no boundaries, and could be something as simple as a drawing or collage. This will serve as indication of what qualities you possess. *This portion of your application may be returned to you at the end of the interview process if you wish.*

IX. What academic and external commitments do you have in the Fall/Spring Semester of 2022/2023? Summer Semester 2022?

X. Two references must be completed. Reference sheets are below.

Please return all necessary material in an email to presbyrdissym@gmail.com with your name, email address, graduation year, and primary phone number included in the main content of the email.

Presby Hall

Recommendation for Multicultural Advocate (MA) position. 2022-2023

Candidate Information:

First Name: _____ Last Name: _____

References from friends and/or individuals who have not worked directly with you do not offer much concrete evidence of your skills is discouraged. References should be willing to evaluate your ability to work with peers, communication skills, sense of responsibility, judgment, cooperation, flexibility and other characteristics related to the position.

The above named applicant retains right of access to this document unless s/he has signed the waiver that follows: I hereby waive all rights of access to this document which is to be included in my Multicultural Advocate (MA) application file.

Signature of Applicant

Date

INSTRUCTIONS FOR REFERENCE

You have been chosen to be a reference for the above listed student who is applying for a Multicultural Advocate (MA) position.

Applicants must turn in this completed reference form with their application by the 5pm deadline on December 8th, 2021.

Name of Reference: _____ Institution or Business: _____

How long have you known the candidate? _____ Relationship to Candidate: _____

I know this candidate: ____ Very Well ____ Well ____ Fairly Well ____ Casually ____ Not Well

Please circle the TOP FIVE attributes listed below that you have observed this applicant demonstrate in their work or interactions with you.

Team player

Articulate

Self-Aware

Quick Thinker

Caring

Role Model

Open to Feedback

Seeks Growth

Innovative

Mature

Patient

Advocate for Social Justice

Approachable

Organized

Confident

Resolves Conflict

Reliable

Peer Advisor

Flexible

Calm under Pressure

Good Listener

Manages Stress Well

Responsible

Cooperative

Consistent

Excellent Communicator

Positive Attitude

ADDITIONAL COMMENTS: Please attach and please comment on the applicant's ability to work with peers, communication skills, sense of responsibility, judgment, cooperation, flexibility, and other characteristics related to the position.

Comments are essential in helping us evaluate candidates.

PLEASE CHECK ONE:

Highly Recommend _____ Recommend _____ Recommend with Reservations _____ Do not
recommend

Thank you for your time and comments!

Candidates must submit completed reference forms with their application before 5:00 pm
December 8th, 2021.

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Flexible

Reliable

Quick Thinker

Articulate

Calm under Pressure

Open to Feedback

Caring

Self-Aware

Mature

Seeks Growth

Role Model

Approachable

Patient

Innovative

Resolves Conflict

Organized

Advocate for Social Justice

Confident	Manages Stress Well	Excellent Communicator
Peer Advisor	Consistent	Cooperative
Good Listener	Responsible	Positive Attitude

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