

Applicant Name: _____

**Resident Assistant Selection 2007-2008
Recommendation Form**

Completed forms can be returned either by:

Mail

Webster University
Office of Housing and Residential Life
Attn: Luke Davis, RA Selection
240 Edgar Road
St. Louis, MO 63119

Fax

(314) 246-4664

Name of Applicant: _____

Waiver Statement for the Applicant:

- _____ I agree that this recommendation is to remain confidential; I waive my right to see it.
_____ I may wish to see this recommendation at some later point; I do not waive my right to see it.

Applicant signature: _____ Date: _____
(This waiver is provided by the 1974 Family Educational Rights and Privacy Act)

The person named above is applying for the position of Resident Assistant (RA) at Webster University. You are being requested to provide a candid and objective opinion regarding the applicant's qualifications. To help you with your recommendation, a general description of the RA position is provided below:

The RA is responsible for the development and enhancement of the community and each individual resident under their care in the residence halls and apartments on campus of Webster University. The RA supplements and complements the process of formal education by enhancing the quality of life in the residence hall and apartment communities. RAs are expected to be known, visible, and active residents within their specific area and throughout the housing system at Webster University. Expectations include maintaining communication between residents and professional staff, implementation of the policies, procedures and regulations of campus housing as well as those of the University, responding to crisis situations, and participation in the day to day operations of the residence halls and apartments. The RA provides leadership for all residents and assists in planning of educational and social activities which support student learning and retention. The successful RA will have excellent communication skills, strong work ethic and organizational skills, and established leadership ability.

Should you have any questions, please feel free to contact:

Luke Davis
Assistant Director
Housing and Residential Life
(314) 246-HOME
lucasdavis06@webster.edu

Holland Saltsman
Managing Director
Webster Village Apartments
(314) 246-APTS
saltsman@webster.edu

Thank you in advance for your candid and objective assessment of this candidate. Please complete the second page of this form and return by mail or fax by **5:00 p.m. on Friday, January 26, 2007.**

