

ORL Summer Staff Employment Application

Biographic Data: (Please print neatly or type)

Full Legal Name _____
First, Middle, Last Preferred First Name

Student ID # _____

Campus PO Box _____ JMU email _____

Campus Address _____ Phone _____
Hall & Room or Local Address

Permanent Address _____ Phone _____

Academic Major _____ Graduation Date _____

Cumulative GPA _____ Gender male female
There is a 2.0 cumulative GPA requirement for the RA position and 2.3 GPA requirement for the Hall Director position. All applicant GPAs will be checked to verify eligibility.

Class Standing: First Year _____ Sophomore _____ Junior _____ Senior _____

For which position would you like to be considered? HD _____ RA _____ (You may apply for one or both)

Placement Data

If you have lived in University sponsored housing in the past, please list those locations, your ORL position (if applicable) and the dates.

Hall	Position (RA, HD, Community Council, etc.)	Dates

Please provide the name, address and telephone number of three references:

- 1) _____
- 2) _____
- 3) _____

Dates of employment: May 5 through July 29

Although the university will be closed on May 28 and July 4, the summer hall will remain open and will need to be staffed. Some requests for time off may not be honored.

James Madison University Office of Residence Life and applicants shall be afforded equal opportunity in all aspects of employment without regards to race, color, religion, political affiliation, national origin, disability, gender, age or sexual orientation

Please type your responses to the following questions on a separate page, and attach your completed answers to the application form.

- Please describe extracurricular activities, leadership experience or volunteer work in which you have been involved. Include any leadership positions you have held in clubs or organizations, or any awards or honors you have received. Discuss how these experiences will contribute to your success as a summer staff member.
- Please describe any personal skills, which you possess that make you qualified to be a summer staff member.
- If you are currently an RA or Hall Director, describe how you would go about making the transition from your current position to the summer staff.

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- For the purposes of compliance with the Immigration Reform and Control Act, are you legally eligible for employment in the United States? •Yes •No. Under the Immigration Reform and Control Act of 1986, you will be required to fill out a certification verifying that you are eligible to be employed and verifying your identity. Further, you will be required to provide documentation to that effect should you be employed.
- Have you ever been convicted of a law violation(s), excluding offenses committed before your eighteenth birthday, which were finally adjudicated in a Juvenile Court or under a youth offender law? •Yes •No. If yes, list all and explain\_\_\_\_\_

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I hereby certify that all entries on both sides and attachments are true and complete, and I agree and understand that any falsification of information herein, regardless of discovery, may cause forfeiture on my part to any employment in the service of the State of VA. I understand that all information on this application is subject to verification and I consent to references and former employers and educational institutions listed being contacted regarding this application. I further authorize the Commonwealth to rely upon and use as it sees fit any information received from such contacts. Information contained on this application may be disseminated to other agencies, non-governmental organizations or systems on a need-to-know basis for good cause shown as determined by the agency head or designee.

Signature _____ Date _____

Return the Application to:

***Hugh Brown
Office of Residence Life, C101 Huffman Hall***

***MSC 2401
James Madison University, Harrisonburg, VA 22807
(540) 568-3501***

Application Packet Due: Friday, March 23 by 5:00 p.m.