SIERRA PROGRAMMERS (SP) (6 positions)
Applications Due: Monday, April 16, 2018 at 12:00pm (noon)

The successful candidate **MUST** be available for the SP Interview Process on Friday, April 27, 2018 from 5:00PM until 9:00PM.

**GENERAL INFORMATION**
Located in Mesa Court, Sierra Hall is a living-learning community for first-year students designed to help students successfully transition to the university. At the core of this experience is a class designed to challenge students to think about who they are, the community they live in, and the relationships they create with their peers. In conjunction with the Resident Advisor and Sierra Curriculum Coordinator, six students are selected to serve as Sierra Programmers (SP’s)—each living in a suite with residents of the hall to bring the Sierra curriculum to life both in and out of class through thoughtful and intentional role-modeling, leadership, and participation.

**Special Considerations:**
- Prior experience and/or knowledge of the Sierra Program is not required to be a successful candidate.
- This position requires you to live on campus in Sierra Hall. Please refer to the housing website for rates. Move-in will coincide with the start of the fall Pre-Training Sierra Retreat or start of Fall Training, whichever comes first.
- Expectations for this position begin immediately upon submission of the acceptance form.

**JOB RESPONSIBILITIES**
**Teaching Assistant and Class Related Responsibilities for the SP position include:**
- Fully participate and engage in all class activities.
- Attend and co-facilitate a fall class weekend retreat (held in either the Fall or Winter quarter week 2).
- Co-facilitate and plan Sierra Small Group Classes (Winter and Spring Quarters).
- Read students’ journals and provide appropriate confidential oral and/or written feedback.
- Provide feedback and assist in the development of class curriculum.
- Enroll in the course Social Ecology “Special Studies 199” all three quarters during the term of employment.

**Programming and Community Related Responsibilities for the SP position include:**
- Act as an ethical, just, and moral role model and mentor to the students in Sierra.
- Attend weekly Sierra student staff community-based meeting and all Sierra staff meetings.
- Spend time with residents in and out of the hall to help develop suite and hall community.
- Attend one-on-one meetings with your supervisor and submit weekly written reports.
- Work with students to draw connections between course content and community issues.
- Attend and participate in the fall Pre-Training Sierra Retreat (as early as Friday, August 31, 2018), Fall Student Housing Training (beginning with the Pre-Training Retreat through Welcome Week 2018), and Winter Sierra Retreat (tentatively scheduled for Sunday, January 6, 2018).
- Be actively engaged in the ongoing development of the Sierra Student Staff Team.
• Help select the following year’s Sierra Staff Team in Spring Quarter 2019.
• Other duties as assigned and as appropriate.

General Mesa Court Student Staff employment responsibilities include:
• Read, accept, sign, and adhere to the Undergraduate Student Housing Staff Behavioral Guidelines and FERPA Student Information Confidentiality Form.
• Adhere to all Mesa Court, Student Housing, and University of California policies and procedures.
• Support, participate, and assist with the coordination of Mesa Court wide events including Welcome Week and Celebrate UCI.
• **NOT ENROLL in SUMMER SESSION II** courses during the summer of 2018 at UCI or other summer courses at other institutions that will interfere with required Fall training.
• Enroll in a minimum of 12 units per quarter during the academic year and maintain full-time student status.
• Maintain a 2.4 cumulative and quarterly GPA and be in good academic standing, including the Spring Quarter prior to employment.
• Participate, support, and assist in the opening and closing of the residence halls in Mesa Court (Opening: September 21, 2018 – September 23, 2018 and Closing: June 15, 2019).

Sierra Programmers are expected to perform at a “Meets Expectation” level in all aspects of the SP position for continued employment. Performance deficiencies in any area can ultimately lead to termination of employment.

**REMUNERATION**
Remuneration is $11.00 per hour for approximately 15 hours per week (which will increase to $12.00 per hour during winter and spring quarters). Staff will also receive 4 units of academic credit through Social Ecology 199 per quarter (journal writing required for class credit).

The Sierra Programmer is typically scheduled to work approximately 15 hours per week. With permission of the supervisor, a Sierra Programmer may be allowed up to 4.5 hours per week of campus employment or up to 10 hours of outside commitments. All time commitments need to be discussed with and approved by the supervisor in advance. All approvals of commitments will be reviewed based on student staff performance, ability to fulfill all duties required, and academic standing.