



## SELWYN COLLEGE

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PERSON SPECIFICATION FOR RECIPIENTS OF THE SELWYN COLLEGE  
SCHOLARSHIPS FOR SENIOR RESIDENTS

### SENIOR RESIDENT/RESIDENTIAL FELLOW 2012

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#### **Introduction**

Selwyn College offers accommodation for 160 students. The primary aim of the Selwyn College management is to provide an enjoyable living environment, which is conducive to academic study and positive social experiences. Emphasis is placed on developing a strong supportive community in the College, so that residents develop friendships, enjoy their time in residence and perform to their academic potential. The Senior Resident's role is a key one in assisting to develop the appropriate environment in the College by providing leadership, support. As a Senior Resident, you are expected to be a role model in the college and a supervisory influence.

**The position of Senior Resident is a challenging and demanding one which best suits those who:**

- Enjoy living and providing leadership in a large community
- Have a genuine interest in student wellbeing
- Can handle the busy role of being an S.R. as well as their academic studies
- Have a flexible, balanced approach to situations

#### **Key expectations**

**You will be responsible to the Warden for:**

- Facilitating and fostering community spirit within the College, supporting the S.C.S.A in the active promotion of and involvement in their activities. SRs will be expected to be at College social events, including Selwyn Orientation Activities, Cameron Shield & Nevill Cup events and the College House exchange.
- Monitoring and assisting with the welfare needs of the residents of the college.
- Assisting returning students in creating a friendly and supportive environment in assigned areas.

- Maintaining acceptable standards of behaviour in your building and the Dining Hall.
- Reporting damage or maintenance problems to the Maintenance and/or Cleaning Supervisor.
- Reporting all significant welfare or discipline problems to the Warden.
- Making a contribution to the SR team and communicating openly and effectively with fellow SRs.
- SRs are required to be available at the beginning of each term to welcome residents, and give any general assistance that may be required to get the College ready for the residents' return.
- SRs are required to stay at the College until the last exam, in November to assist with the checking out of residents.
- Each SR will take a turn on call and be available to give assistance to the Night Manager/Senior Tutor or Sub Warden.
- SRs set the high table and are present during the evening meal and assist the Catering Manager when asked.
- When required SRs are expected to be available to give assistance to the College in emergencies.
- SRs will be among a small group of trained fire wardens. SRs are expected to carry a share of this responsibility.
- Role models – leadership primarily in their assigned areas.

## **Training and Support**

SRs are required to attend a training programme to be provided by the College in the two weeks prior to the arrival of students. Prior to the beginning of Semester 2 other training and team building opportunities will arise.

## **Personal Specifications**

### **Knowledge and Experience**

- Experience living in a residential community
- Experience as a tertiary student
- Experience in leadership/organising roles
- Knowledge of basic first aid techniques
- Prior knowledge and/ or experience in one or more of the following will be viewed favourably: Maori protocol; running tutorial programmes; IT support; advanced first aid; health and safety; sustainability.

### **Skills and Traits**

- Excellent communication skills
- Ability to mix with individuals and groups from varied backgrounds
- Interest in others' welfare
- Ability to handle the pressures and stress of academic studies and carry out the busy and challenging role of being a S.R which takes up a considerable amount of time particularly in the first term.
- Self-confidence, resourcefulness, initiative.