

## Letter of Recommendation: Current Senior Dormitory Supervisor

The candidate is hereby requesting that this information be kept confidential, and is requesting that feedback about this evaluation may be available at his/her request.

\_\_\_\_\_ has applied for a position as a Resident Advisor (RA) with the Office of Student Affairs, Residential Halls Division. Please review the following position overview, and rate the individual on the items listed below.

Thank you for your assistance in this process.

Evaluator Name: .....Phone: .....

How long have you known the applicant? .....

How well do you know him/her?.....

**RA Position Overview:** Students are employed in the Residential Halls to provide peer leadership and supervision for groups of resident students. They are responsible for initiating and fostering a community living environment, responding to facilities, helping in administration, facilitating resident students and encouraging positive behavior. A successful RA must relate well to others, have good oral and written communication skills, manage time and tasks effectively, be dependable and reliable, and be in good academic standing. He/she should also be willing to learn and continue to develop skills in the areas of decision-making and crisis management.

**Please rate the candidate according to the following skills:**

	Always	Sometimes	Never	Don't Know
1. Relates well to peers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Communicates well with others (groups & Individuals)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Is a good listener	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Demonstrates leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Is able to work with a diverse group of people	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Has self-confidence and maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Is outgoing towards new people	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Is/would be comfortable addressing disruptive behavior	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Has energy and enthusiasm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Is able to handle stress effectively	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Is/would be a supportive peer counselor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Is able to resist peer pressure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Is sensitive to the needs of others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Is available (not over-extended)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Is flexible/able to adjust to change	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**P.T.O.**

**Please answer the following questions.**

1. What has this candidate done to show his/her interest in the RA position?

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2. What types of activities or programs has this candidate attended? Does he/she try to initiate or take part in any community development type activities in the hall? How else is this candidate involved in the residential community?

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Thank you for your assistance on behalf of this candidate. Please seal this letter in an envelope, sign your name across and return it back to the candidate.

I verify that all of the information that I have given in this letter is true to the best of my knowledge.

Signature: \_\_\_\_\_