**RESIDENTIAL ASSISTANT**

**DESCRIPTION:** Lexington Christian Academy is currently accepting applications for four (4) Part-Time Residential Assistant openings (2 Female and 2 Male), for the upcoming 2015 – 2016 academic year. Residential Assistants report directly to the Residential Director (RD) and reside on site in the dormitory facility during the academic school year. All Resident Assistants are responsible to be on duty one night a week and three out of every four weekends during their employment dates. Basic expectations and responsibilities will include:

**Culture**
- Work with the Directors of Resident and Student Life to develop a culture (climate) that supports our desired school ethos and then help to create ownership of that culture (climate) within the student community.
- Help to develop student leadership by working with the Resident Director on student leadership initiatives.
- Participate in weekly dorm meetings.

**Student Activities**
- Supervise student activities for resident life program
- Act as a contact for all students living in the resident life facilities.
- Help to ensure that programs, socials and activities are meeting student needs.

**Program Coordinator**
- Support programs for student development and mentoring.
- Assist in planning orientation for new students and returning students.
- Help to manage weekly schedules.
- Assist in coordinating study hours.

**Discipline**
- Enforce policies and procedures.
- Manage discipline issues with the Director of Resident Life.

**STARTING DATE:** August, 2015

**ENVIRONMENT:** Lexington Christian Academy’s boarding facility is situated on 7 acres of landscaped grounds, on the North Campus, just a short distance from the main campus. Students are immersed in academic courses throughout the day and are supported after school hours by highly competent, caring residential staff. LCA is a grade 6-12, independent college preparatory school that exists to educate young men and women in the arts and sciences in the context of the Gospel of Jesus Christ by developing intellectual ability, nurturing spiritual and moral growth, encouraging creativity, and instilling a desire to serve God and others.

**QUALIFICATIONS:** Candidates must be committed to fostering a community atmosphere in the dormitory facility. Previous experience in a residence life program and/or working with international students is a plus. Recognizing that LCA is strongly committed to historic Christianity, we expect that candidates will subscribe to the Academy’s Statement of Faith, Standards for Christian Living and be members in good standing of a Christian church.

**SALARY & BENEFITS:** This is a 10-month stipend position, with housing and some meals provided as part of this position.

**APPLICATION PROCEDURE:** Send resume and three references to:
Scott Stevens,
Director of Student Life
Lexington Christian Academy
48 Bartlett Avenue Lexington, MA 02420
Web site: www.lca.edu
E-mail: scott.stevens@lca.edu

LEXINGTON CHRISTIAN ACADEMY IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF SEX, RACE, OR NATIONAL ORIGIN.