



# Upward Bound

## Residential Staff Application

**Position Applying For:** \_\_\_\_\_ Resident Director \_\_\_\_\_ Resident Advisor

### I. Personal Data:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial \_\_\_\_\_

Address: \_\_\_\_\_  
Street Name and Number

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_

### II. Educational Background

Name and address of High School	Did You Graduate?	Yes		
		No		
Name and Address of College or University	Units Credit Semester or Quarter	Degree Earned	Major	Specialization within Major
		/		
		/		
		/		

### Special Training - Business, Technical or Other

Name of Institution and Location	Dates: From	To	Subject(s) Covered	Total Hours of Course
	/			
	/			
	/			
	/			

**III. Employment:** Please list any relevant paid or volunteer experience working with low-income, first generation college youth, as well as any experience in a residential environment. Attach additional page(s) if needed.

Dates of Work:	Your Job Title:	Name of Employer or Company:
From: _____ / _____ Mo. Yr.	Description of Duties:	Phone No:
To: _____ / _____ Mo. Yr.		Type of Business or Organization:
Hours Per Week:		Your Supervisor's Name and Title:
Salary: Volunteer:		Reason for Leaving:

  

Dates of Work:	Your Job Title:	Name of Employer or Company:
From: _____ / _____ Mo. Yr.	Description of Duties:	Phone No:
To: _____ / _____ Mo. Yr.		Type of Business or Organization:
Hours Per Week:		Your Supervisor's Name and Title:
Salary: Volunteer:		Reason for Leaving:

  

Dates of Work:	Your Job Title:	Name of Employer or Company:
From: _____ / _____ Mo. Yr.	Description of Duties:	Phone No:
To: _____ / _____ Mo. Yr.		Type of Business or Organization:
Hours Per Week:		Your Supervisor's Name and Title:
Salary: Volunteer:		Reason for Leaving:

  

Dates of Work:	Your Job Title:	Name of Employer or Company:
From: _____ / _____ Mo. Yr.	Description of Duties:	Phone No:
To: _____ / _____ Mo. Yr.		Type of Business or Organization:
Hours Per Week:		Your Supervisor's Name and Title:
Salary: Volunteer:		Reason for Leaving:

## IV. Emergency Information

Give the name, address and telephone number of a relative or friend who can be contacted in the event of an emergency:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Relationship: \_\_\_\_\_

## Other Important Information

Fluency in language(s) other than English: \_\_\_\_\_

Extra Curricular Activities:

\_\_\_\_\_

\_\_\_\_\_

## V. Please give a short response for each of the following questions:

1. What do you consider to be the most important issue facing low-income first generation college bound students?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Working with high school students offers a variety of challenges. In your opinion, what would be one of those challenges working with this population?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please answer the questions pertaining to the position you are applying for. If you are applying for both positions, answer the questions addressed to the Resident Director.**

3. \_\_\_\_\_ Resident Director: What is your view of the Resident Director position in relation to the Resident Advisor, Academic staff, Administrative staff, and the student participants?

\_\_\_\_\_ Resident Advisor: What are the necessary qualities one must have to be an effective UB Resident Advisor?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**References (required)**

Two personal references are required. Please use reference forms that are provided by us. References should be requested from two people not related to you who can attest to your abilities. **References must be submitted by the deadline date.**

Please provide the names and phone number of the people you requested letters of Reference.

Name: \_\_\_\_\_ Phone No. \_\_\_\_\_

Name: \_\_\_\_\_ Phone No. \_\_\_\_\_

**Your Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_