

## **Residence Life Assistant**

Part-Time, 0.5 Full Time Equivalent (FTE), Term (July 1, 2026 – April 30, 2027)

As the Residence Life Assistant (RLA), you assist the Residence Director in supporting the wellbeing of individual students and the larger residence student community by developing and running an impactful residence program.

This role requires the ability to relate effectively to post-secondary students, along with a keen awareness of community needs and appropriate responses to a variety of situations. The Residence Life Assistant helps supervise the Residence Assistants across three residence buildings and promotes accountability, activities, and standards within the community.

### **KEY AREAS OF RESPONSIBILITY**

- Promote the development of a healthy Christian residence community (informed by the Anabaptist faith tradition), while embracing diversity of beliefs and practices.
- Respond to the health and wellness needs of the residence student community and provide supportive peer counselling and care.
- Collaborate with the Residence Director and the Director of Student Community Life to provide supervision and support for Residence Assistants.
- Support the Residence Director in coordinating summer on-campus student housing and the Fall transition.
- Prepare residence buildings and online community spaces prior to students moving in.
- Help organize and lead Student Leadership training and development.
- Participate in an on-call rotation (available on campus) for evenings and weekends to respond to campus needs and emergencies, alternating with the Residence Director.
- Eat five meals per week and snacks in the CMU Dining Hall (September through April) at the institution's expense and regularly engage with students during these times.
- Coordinate, promote, and attend residence events.
- Attend and promote Chapels, Forums, and other community events.
- Work with the Student Life team in broader program delivery, including but not limited to, Orientation events and Wellness Week.
- Committee Involvement: Student Life Departmental meetings, and All Staff meetings.

### **WORKING CONDITIONS**

This position is required to live on the CMU campus. The RLA must respond to and navigate unique and complex situations to ensure the safety and wellbeing of the residence community, demonstrating calmness, sound judgment, and effective problem-solving under pressure.

Due to the nature of the role, this position must exercise personal judgment in balancing time and responsibilities and be prepared for frequent interruptions.

### **WHAT YOU OFFER**

- A commitment to the Christian faith, the church, and the mission of CMU.
- Minimum three (3) years of post-secondary studies.
- Commitment to integrity, confidentiality, and professional behaviour.
- Understanding of the social dynamics and complexities of community living.
- Prior work or volunteer experience with post-secondary age students is an asset.
- Ability to work collaboratively as part of a team (both peers and colleagues).
- Flexibility in responding to changing student and programmatic needs.

- Strong written, oral, and intercultural communication skills.
- High level of emotional intelligence and strong interpersonal communication.
- Strong self-awareness in balancing academic, professional, and social activities.
- Strong problem-solving skills and the ability to apply basic crisis management skills.
- Familiarity with common mental health and wellness struggles and needs of young adults.

## **HOW TO APPLY**

We want to learn more about you! Please submit your cover letter and resume to [humanresources@cmu.ca](mailto:humanresources@cmu.ca). We thank all applicants for their interest; however, only those selected for an interview will be contacted.

**Closing Date:** February 20, 2026

*Canadian Mennonite University is committed to employment equity while ensuring our recruitment process is barrier free. Applications are encouraged from members of equity-seeking communities including women, Indigenous people, racialized people, people with disabilities, and people of all sexual orientations and genders.*

*If there are ways we can make this process more accessible for you, please let us know. You can contact us confidentially at [humanresources@cmu.ca](mailto:humanresources@cmu.ca) to discuss accommodations at any stage of the hiring process.*