

RESIDENT ASSISTANT POSITION DESCRIPTION

The Resident Assistant (RA) position is a unique student leadership opportunity at the University of Southern California. RAs serve as resources, role models, and peer educators to residents. RAs work collaboratively as members of an RA team including a Residential College Coordinator (RCC) and, on some teams, a Graduate Residential College Coordinator (GRCC) to create a vital and engaged living-learning community. Together, the RA team provides events and services that foster the holistic development of members within our USC residential community.

Requirements to be a Resident Assistant:

- Maintain a 2.5 cumulative and semester GPA (3.0 for graduate students)
- Comply with the housing eligibility criteria as listed in the 2024-2025 USC Housing Contract each semester unless approved in advance by Residential Education
- Maintain good academic and conduct standing with the university from the point of offer through the duration of the agreement. RAs who fail to maintain good academic standing or are found to be in violation of the USC Student Handbook, the Policy on Prohibited Discrimination, Harassment, and Retaliation, or who have been placed on an Interim Measure or Emergency Removal, are subject to immediate removal from their RA position or may have their offer rescinded if the behavior occurs before the RA position begins.

Perks of being an RA:

- RAs receive a USC Hospitality Residential Dining meal package and either a furnished single room, one-bedroom apartment, or two-bedroom apartment in USC Housing. Multi-bedroom Apartment RAs have a single bedroom in this shared living space and may share with two other roommates in the other bedroom(s). These RAs are provided a limited time period to request roommate(s) for these shared spaces.
- Supplemental payment per semester. Payment is considered taxable income and will be processed via the university payroll system. You must meet all payroll eligibility requirements.
- All Financial Aid received is subject to review by the Financial Aid Office and may impact your financial aid package, if applicable. Please reach out to the Financial Aid contact center for specific questions regarding your financial aid package.

Role Model and Student Leader

RAs uphold the University of Southern California's mission and Unifying Values as well as incorporate the departmental vision, mission, and values into their position. RAs honor and support the department's commitment to creating inclusive communities outlined in the departmental Inclusion Statement. RAs provide leadership to residents and help create and maintain an accepting, respectful, and friendly atmosphere that stimulates student learning and development. RAs serve as positive role models for all students by demonstrating appropriate and mature behavior both inside and outside the residential communities. RAs uphold, enforce, and adhere to all Housing and University policies outlined in the USC Housing Living Agreement and Student Handbook. RAs confront and document student misconduct and/or situations, when necessary.

Student Resource and Interpersonal Relations

The RA is a primary resource for residents and should be familiar with the operations, events, and services provided by Residential Education, Student Life, and other University offices. RAs establish rapport with residents in their community through attentive listening, genuine care and support, awareness of student needs, and appropriate consultation and referral. RAs demonstrate effective written and oral communication skills. RAs are available and able, after proper training, to respond to emergencies that include psychological, physical, maintenance, and natural/environmental crises.

Community and Student Development

RAs promote community and student development through Trojan Talks and social/educational events. The community engagement goal is to create a dynamic and healthy residential community that celebrates diversity and engages students in active learning. RAs are expected to contribute to larger community and campus programming efforts that foster campus traditions. RAs provide well-presented and up-to-date bulletin boards and door decorations.

Teamwork

As a member of Residential Education, it is vital that each RA actively contributes in their RA team meetings, community events, area initiatives, and department-wide events and processes. It is necessary to collaborate with peer RAs, GRCCs, and RCCs to establish proper communication, consistency, efficiency, and support. RAs are required to provide weekly emergency response, attend mandatory RA team meetings every Wednesday from 7:30 pm – 9:30 pm, and complete weekly one-on-one meetings with their RCC.

Residential Education

Administrative Responsibilities

RAs disseminate information to their residents via verbal communication as well as through email, signs, and flyers on behalf of the Office for Residential Education. RAs also assist the department in coordinating campus-wide processes such as resident move-in, move-out, and Trojan Welcome Experience events. RAs are required to properly complete departmental forms and reports by the assigned due dates.

RESIDENT ASSISTANT

A WEEK/MONTH/YEAR IN THE LIFE OF AN RA

The typical week/month/academic year in the life of an RA includes some exciting and challenging times, and some times of the year are busier than others. Below is just a snapshot of what the RA responsibilities are on a regular basis. The tasks/responsibilities below are included to help RAs visualize the time commitment and responsibilities of the position:

In a typical week, an RA will do the following things:

- Check-in and visit with residents (*approximately 5 hours*)
- Attend a one-on-one meeting with your RCC (*approximately 1 hour*)
- Attend weekly RA team meetings (2 hours) (*Wednesdays from 7:30 pm – 9:30 pm*)
- Serve on emergency response rotations during a weekday (*7:00 pm – 8:30 am*) or weekend (*7:00 pm-7:00 pm*)
- Complete administrative tasks and paperwork such as weekly reflections and purchasing requests (*approximately 2 hours*)

In a typical month, an RA will do the following things:

- Complete Trojan Talks with your residents (*one-on-one check-ins as directed by the residential engagement model*)
- Facilitate community events (*as guided by the residential engagement model*)
- Update community bulletin boards (*provided by your RCC and guided by the residential engagement model*)
- Participate in weekly emergency response rotations
- Attend on-going monthly training and development sessions planned for RAs (*Wednesdays 7:30 pm – 9:30pm*)
- Help Faculty in Residence with their scheduled Residential Engagement Model events
- Attend and participate in engagement team meetings (*includes team recognition, community council liaison, and other options*)
- Complete administrative tasks and paperwork

In a typical academic year, an RA will do the following things:

- Attend Student Leadership Development and Semester Preparation at the beginning of each semester
- Help support move-in and move-out of the residential community
- Assist with Trojan Welcome Experience and Spring Into 'SC events
- Conduct room/suite/apartment living agreement meetings (*at the beginning of Fall semester and with every new resident joining the community of residents you support*)
- Assist with community fire drills and health and safety checks
- Participate in emergency response rotations during break periods (*fall break, Thanksgiving, winter break, spring break, etc.*)
- Write self-progress check and feedback for peers and supervisors, and attend progress check meeting (*end of each semester*)
- Assist with the distribution and collection of annual resident experience surveys

In a typical academic year, an RA will also have the opportunity to do the following things:

- Participate in the RA recruitment and selection process, including outreach and information sessions
- Participate in the professional staff and faculty in residence recruitment and selection process

NOTE: The tasks/responsibilities above will vary slightly for each RA depending on their residential community (i.e. student population, building type/size, etc.).

RESIDENT ASSISTANT REQUIREMENTS

General Requirements

1. The RA must be a registered student at the University of Southern California and in good academic standing with a cumulative and semester GPA of 2.5 or above (3.0 for graduate students).
2. The RA must be a registered student and comply with the housing eligibility criteria as listed in the 2024-2025 USC Housing Contract. RAs can be asked to limit future coursework.
3. RAs will serve as positive role models for all students. This includes, but is not limited to, modeling appropriate and mature behavior both on and off campus.
4. RAs must maintain good conduct standing with the university and follow all policies in the USC Student Handbook.
5. Generally, the RA position requires approximately 20 hours of time per week. RAs should expect some weeks will require more than 20 hours per week, and some weeks will require less than 20 hours per week.
6. At the conclusion of fall semester, the RA will remain in the residential community up to 24 hours after the official closing of the building as determined by the Office for Residential Education.
7. Prior to the start of spring semester, the RA will return to the residential community at the time designated by the Office for Residential Education for Spring Semester Preparation & Spring Admit/Transfer Welcome.
8. At the conclusion of spring semester, the RA is expected to remain in the residential community until 24 hours after all commencement activities have ceased at the end of the academic year.
9. The RA must be available during Fall, Thanksgiving, Winter, and Spring Breaks. No vacation/travel plans (including the purchasing of tickets) may be made until emergency response coverage has been assigned for these four breaks.
10. The RA will be available for a weekly RA team meeting. These meetings are held Wednesdays from 7:30pm-9:30pm. RAs are not allowed to have class during these times.
11. The RA will assist with annual departmental events and processes including, but not limited to, professional staff and faculty in residence selection and resident move-in and move-out.
12. The RA position assumes priority over all other extra-curricular and co-curricular activities with the exception of academics. An RCC can ask the RA to limit activities should the activities impede upon or negatively affect the RA's performance.
13. The RA will not be permitted to hold any USG, GSG, or RHA leadership positions.
14. The RA will not be permitted to hold employment or participate in outside activities that could significantly conflict with the RA position (especially the required attendance dates listed in the RA Agreement).
15. The RA will not be able to vote during any residential election or during RHA meetings (unless otherwise stated).
16. RAs must notify their RCC of any extended absence from campus (72 hours or more).
17. The RA will uphold and adhere to all policies in the Student Handbook and USC Housing policies.
18. In accordance with California state law, RAs who are not 21 years of age should not possess, attempt to purchase, or consume alcohol. For those RAs who are of legal drinking age in the state of California, appropriate and responsible use in accordance with state laws is expected. Additionally, RAs of legal drinking age who choose to consume alcohol in the residential community must adhere to all policies as stated in the Student Handbook. RAs should not possess or consume alcohol irresponsibly, especially in situations where they could be identified as an RA, such as within the residential community, at off-campus bars, parties, public parties, etc. RAs who are of legal drinking age should not purchase alcohol for or knowingly consume alcohol with underage residents and/or with underage student leaders (including fellow RAs).
19. The RA will respond to emergency and non-emergency situations and contact the support resources as necessary.

Resident Engagement

1. RAs create door decorations for residents in the beginning of fall semester.
2. RAs facilitate living agreement meetings with the rooms, suites, or apartments they oversee in the beginning of fall semester, and conduct a new living agreement whenever a new resident moves into the space.
3. RAs facilitate and publicize community events.
4. RAs complete purchasing request forms by the due date set by their RCC for items they would like present at their events.
5. RAs are responsible for putting up and changing pre-determined bulletin boards in their respective designated areas.

Residential Education

6. RAs hold Trojan Talks as one-on-one conversations with residents as guided by the Residential Engagement Model.
7. RAs will follow all expectations and requirements as outlined in the Residential Engagement Model. RAs will receive the Residential Engagement Model expectations from their RCC.

Community Leader/Mentor

1. The RA is responsible for upholding and enforcing all housing and University policies.
2. The RA will be knowledgeable of and able to interpret and communicate housing and University policies to residents.
3. The RA will appropriately confront and document all policy violations.
4. The RA helps to create and maintain a friendly, respectful, and accepting atmosphere that stimulates academic and personal growth for everyone in the community.
5. The RA will facilitate periodic community events to discuss issues, plan activities, and share information.
6. RAs are expected to become personally acquainted with all their residents. They should maintain contact with each resident in order to promote well-being and facilitate unity for successful community living. RAs are expected to know the names and room numbers of all residents in their assigned community within the first month.
7. The RA serves as a primary resource for residents and should be familiar with the operations and services provided by the Office for Residential Education, Student Life, and other University departments.
8. The RA will be attuned to the personal and social needs of residents. They will refer, when necessary, to their RCC, those students who need special assistance in areas such as: personal problems, health issues, study skills, vocational/educational planning, etc.
9. The RA serves as a paraprofessional listener for students. This includes using basic reflective listening skills, recognizing more complex developmental and psychological problems, and referring students to the appropriate professionals and campus departments when necessary.
10. RAs should be regularly available for consultation within their community. They should communicate frequently with residents so that they can establish and maintain a good relationship with them and be familiar with their needs.

Collaboration as a Team Member

1. RAs are student leaders within the Office for Residential Education and are expected to support the vision, mission, values, philosophies, and goals of the department.
2. RAs, under the guidance of and in collaboration with their RCC, will fulfill all aspects of the RA position. This interaction will be accomplished through weekly reflections, incident reports, CARE reports, informal contacts, and regularly scheduled one-on-one meetings with their RCC.
3. RAs should maintain frequent communication with their peer RAs regarding community issues, events, and individual concerns of residents.
4. RAs collaborate with Faculty in Residence (FIR) on their scheduled Residential Engagement Model events.
5. RAs will assume responsibility for other expectations and requirements as communicated by their RCC and/or the Office for Residential Education.

Emergency Response Expectations

1. RAs will participate in a rotational emergency response schedule, which will require about 1 night per week (including weekends).
2. Emergency Response responsibilities include conducting community walks, holding and responding to the emergency response phone, and submitting a nightly community/call log.
3. All RAs are required to be on campus and in their designated communities during the first weekend of the fall and spring semesters and the weekend before finals during each semester. These are active times in the buildings and the additional RA presence is needed. RAs can also anticipate the need for additional RA presence and/or emergency response coverage for busier holidays/events such as Halloween, Conquest, home football games, etc.
4. During break periods (fall break, Thanksgiving break, winter break, and spring break), RAs will participate in an emergency response rotation schedule.
5. RAs will be expected to adhere to emergency response protocols, procedures, and expectations as described and provided in training sessions, the RA Manual, and by the Residential Education Senior Staff and Leadership Team.
6. RAs serve as “designated employees” in situations where they are identified as a University official (i.e. in any RA capacity either on-campus or off-campus).

Residential Education

7. RA positions are designated as a Campus Security Authority (“CSAs”) under federal law known as the Clery Act. CSAs play a vital role in campus safety, security, and well-being and have specific reporting requirements that must be made in a timely manner. All RAs will receive training on the Clery Act and reporting responsibilities as a CSA.

Administrative Responsibilities

1. RAs provide support to USC Housing and CSCs during resident move-in and move-out.
2. RAs help conduct cleaning responsibility form agreement meetings with residents in preparation for spring move-out.
3. RAs will provide appropriate documentation of policy violations and other incidents to their RCC.
4. RAs will submit weekly reflections to their RCC.
5. RAs must complete all necessary written reports properly and on time including, but not limited to: incident reports, CARE reports, shopping request forms, nightly community logs, and all other forms as assigned by their RCC.
6. RAs will check email, team group chats (GroupMe, Slack, etc.), and RA mailbox (in some areas) daily to facilitate clear communication channels and disseminate information to residents. RAs must communicate urgent matters to residents no later than 24 hours after notification or as designated by the Office for Residential Education.
7. RAs should post flyers to advertise Residential Education and campus partner events. Outdated flyers should be removed after the conclusion of the event.

Student Leadership Development and Progress Checks

1. The Office for Residential Education will provide formal training for all RAs throughout the year. All RAs are required to attend and actively participate in all trainings. This includes Emerging RA Development (eRad), SLD (fall Training), Spring semester preparation & spring admit/transfer welcome, and any additional mandatory training sessions as designated by the Office for Residential Education. For dates, please see the **Required Training Dates for the RA Position** section below. These trainings are mandatory for the RA Position.
2. RAs needing to enroll in a summer class that overlaps with SLD must seek permission and approval from the Office for Residential Education. The only summer courses that can be approved must be (a) held at USC and (b) absolutely necessary for graduation in that academic year.
3. RAs will receive feedback from their RCC throughout the year. Formal RA progress checks will be completed at the end of fall and spring semesters, and informal feedback will be discussed throughout the year as the need arises.
4. An application and interview are required for any RA who is interested in returning to the RA position in subsequent years (this is done through the Returning RA Selection process).

Financial Aid Received

1. RAs receive a USC Hospitality Residential Dining meal package.
2. RAs receive a furnished single room, one-bedroom apartment, or two-bedroom apartment in USC Housing.
 - Multi-Bedroom Apartment RAs will have a single bedroom in this shared living space and will share with two other roommates in the other bedroom(s).
 - RAs will have the opportunity to request their roommates as long as the roommate(s) requested are current USC students and do so within the timeframe established by Residential Education and USC Housing. McCarthy Honors RAs will not have the ability to request their suitemates.
3. RAs receive a supplemental payment per semester. Payment is considered taxable income and will be processed via the university payroll system. You must meet all payroll eligibility requirements.
4. All Financial Aid received is subject to review by the Financial Aid Office and may impact your financial aid package, if applicable. Please reach out to the Financial Aid contact center for specific questions regarding your financial aid package.

Required Training Dates for the RA Position

- a. **Emerging RA Development:** 4 sessions starting in early March and ending in April. Residential Education will offer a variety of different weekly session dates/times. Each RA’s session time/date is decided after they accept the RA position.
- b. **Graduate & Family RA SLD (Fall Training):** July 29 – August 9, 2024
- c. **Undergraduate RA SLD (Fall Training):** August 5 – 16, 2024
- d. **Spring Semester Preparation & Spring Admit/Transfer Welcome:** January 9-10, 2025

Required Position Dates for the RA Position

- a. **Graduate & Family RA Move-In:** August 2-4, 2024
- b. **Undergraduate RA Move-In:** August 9-11, 2024
- c. **USC Move-Ins**
 - i. *Graduate and Family Move-In:* August 12, 2024
 - ii. *McCarthy Honors Move-In:* August 17-18, 2024

Residential Education

- iii. *SEIP LLC Move-In, Figueroa (Gateway) Move-In Begins*: August 19, 2024
- iv. *All Other Undergraduate Move-In*: August 20-21, 2024
- d. **Trojan Welcome Experience**: August 21-25, 2024
- e. **RA Team Meetings**: every Wednesday from 7:30pm – 9:30pm
- f. **RA Move-Out**: May 17, 2025*

** Note: There are a limited number of Graduate and Family Housing RAs who will have the opportunity to extend their RA agreement through July. The RCCs of the Graduate and Family Housing will coordinate this extension process in March/April.*

RESIDENT ASSISTANT EXPECTATIONS AND POLICIES FOR RESIDENT ASSISTANTS

ETHICS

All members of the Residential Education team should act with responsibility, sound judgment, and personal and professional ethics. These following values guide our day-to-day operations in the Office for Residential Education, our institutional behavior as student leaders of the University of Southern California, and our relationships with colleagues, students, and other members of the University community. RAs should seek counsel from the Senior Staff and/or Leadership Team when situations are unclear, and be willing to learn from situations as they arise. The Office for Residential Education's ethical standards are based on the following:

- Accountability** We are willingly to accept responsibility for all our actions and decisions.
- Commitment** We are committed to furthering the mission of the University of Southern California and Office for Residential Education including the duties and obligations as outlined in our position descriptions as well as the expectations developed by our office.
- Confidentiality** We hold in confidence information which is given to us in trust, except as disclosure is mandated by professional responsibility or law.
- Fairness** We strive to be fair in all of our interactions and decisions, and in the development and implementation of policy.
- Honesty** We will operate as an administration which develops and maintains relationships based on a climate of truthfulness, sincerity, and diligence.
- Integrity** We believe in developing our relationships and fulfilling our expectations and responsibilities with the courage to act in accordance with our convictions.
- Respect** We respect the viewpoints, decisions, and social interactions of all people by appreciating and celebrating our similarities and differences, and by challenging others to do the same.
- Trustworthiness** We agree to actively work to ensure the confidence and security of our colleagues and the students in which we serve.

INTEGRITY

As student leaders in Residential Education, Resident Assistants are expected to support and uphold the mission and values of the University and Student Life through their interactions with students and other University community members, and support departmental initiatives and decisions in a positive light through words and action.

Residential Education team members are student leaders of the University, and expected to communicate with honesty and behave with integrity. RAs are encouraged to talk with their RCC directly to obtain answers when they have questions or concerns related to Residential Education or the University.

CONSISTENCY AND IMPARTIALITY

As a leader for all students in our communities, RAs are asked to serve as a consistent and impartial resource for students. RAs should refrain from personal judgment with regard to student issues brought to their attention by residents. RAs should avoid taking sides or sharing opinions between or among residents, and listen to all perspectives. RAs are asked to practice sincerity while taking interest in the student(s). Be genuine with all students in your approach and in your offering of help or assistance. RAs should

Residential Education

treat all students with equity and be aware of others' perceptions. Favoritism and unbalanced personal relationships with residents can be counterproductive in community building.

COMMUNICATION

Communication is critical in Residential Education due to our overall size and the nature of our work. RAs are expected to maintain ongoing communication with their fellow RAs, RCC, and other Residential Education staff members. This includes, but is not limited to, checking your RA mailbox, phone messages, and e-mail messages on a daily basis and returning phone calls, emails, etc. in a timely manner (typically within 24 hours). This also includes attending all scheduled one-on-one meetings with your RCC and initiating conversations when necessary. Please also do your part to let your RCC know about issues that you think may escalate. Your RCC should hear about issues from you before they hear about them from students or parents, whenever possible.

PRIVACY AND CONFIDENTIALITY

Departmental Information

As a Resident Assistant, you may be told information that has not been officially announced, but is for your information only. This information should not be shared with residents or friends unless you have received permission.

Student Conversations and Incidents

Conversations with students should be held with respect for the student's privacy, and when possible, confidentiality. RAs and Residential Education staff members cannot serve as an absolute confidential resource, but can provide a student with privacy regarding the issues and concerns brought to our attention. When warranted, RAs should make the student aware that they have a responsibility to the University and that not all things can or should be kept in absolute confidence. RAs should assure students that they will only share information with University officials that need to be notified, not with peers or other students. It is sometimes difficult to determine what kind of information is necessary to share or report, but RAs should always err on the side of providing the appropriate University official or ResEd staff member with more information than less. Generally, the following instances are situations where a University official must be informed as part of the confidentiality process:

- Information regarding a student conduct issue
- Information regarding a student that poses potential danger to themselves or those around them
- Situations involving harassment, bias, sexual or physical assault, suicidal ideation, etc.

RAs are encouraged to recognize their limits in helping students with their concerns and should refer students to other resources whenever possible, particularly when a student's need for help goes beyond the scope of the RA position. For RA's own wellness and the well-being of the student, RAs are asked to reflect on their own boundaries and ask for help when they need it.

RA Team Incidents

Team unity is important, yet invariably during the year, misunderstandings will arise among Resident Assistants. It is never appropriate to gossip. Talking with students or other RAs about specific issues or specific RAs compounds the problem. Sharing your disagreements with others may damage the relationships between students and fellow RAs, and may lessen the amount of respect that they have for you as a student leader. When students complain about another RA, agreeing with them will not help the situation. As Resident Assistants, it is important that we share our concerns with one another instead of those outside the RA team, with the guidance and support of an RCC when needed.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) restricts University officials from releasing specific information about a student unnecessarily. Information regarding a student cannot be released to people outside the University without a student's consent. University officials are permitted access to some student information if it is necessary for their position. All requests received for information concerning a student should be referred to an RCC or Leadership Team member.

CLERY AND FIRE SAFETY REPORTS

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and Campus Fire Safety Right-To-know Act notification and USC's Annual Security & Fire Safety Reports are available at: <https://dps.usc.edu/alerts/annual-report/>. A paper copy of USC's Annual Security & Fire Safety Reports can be requested by email at DPSRecords@dps.usc.edu or by calling 213-740-6000.

ROLE MODEL AND UNIVERSITY REPRESENTATIVE

As role models, RAs should demonstrate exemplary behavior at all times. You are a student leader who has agreed to both comply with and enforce housing, university, state, and federal policies and laws that apply. Remember, whatever you do, you are doing it as a role model for others in the University community. You may be held responsible for your behavior off campus and if you are found in violation of University policies beyond the scope of the Housing community.

CONSENSUAL RELATIONSHIP POLICY

The Office for Residential Education does not condone romantic relationships between members of the residential population when one of those individuals involved has direct influence or authority over the other. For Resident Assistants, this includes students residing in their building and/or residential community. If relationships of this nature exist, RAs have a responsibility to notify their RCC to have a discussion around how to best navigate the RA position.

RESIDENTIAL EDUCATION ALCOHOL POLICY

RAs Under 21

If under 21 years of age, RAs are expected to abide by University policy, state and federal law as it pertains to alcohol.

RAs 21 and Over

If over 21 years of age, RAs are permitted to possess and consume alcohol consistent with policies detailed in the Student Handbook. RAs are expected to role model and practice responsible consumption of alcohol no matter where it is being consumed. RAs must be aware that off-campus behavior and social media (Facebook, Instagram, etc.) can significantly impact the effectiveness of their RA position.

Departmental Obligations

Regardless of age, RAs may not be under the influence of alcohol or drugs while performing any RA responsibilities, including but not limited to emergency response, meetings, departmental functions, trainings, or events.

Drinking with Residents

RAs are not allowed to drink with their residents and/or residents of their RA team community.

If it is brought to an RA's attention, either by another individual or through observation, that another RA has been in violation of the above guidelines, it must be reported and addressed immediately with your RCC. If a policy violation is found to have occurred, the Resident Assistant will go through the University's student judicial process in addition to the Resident Assistant discipline process.

HARASSMENT AND SEXUAL ADVANCES

All Resident Assistants will be respectful of all members of the University community, including other RAs, staff, faculty, and residents of our communities, and will follow the University's Policy on Prohibited Discrimination, Harassment, and Retaliation available at <https://policy.usc.edu/discrimination/>.

OUTSIDE COMMITMENTS

If your outside commitments present a continual conflict with your performance in your RA role, your RCC may ask that you limit one or more of the conflicting commitments. It is expected that RAs will place the RA position as their next priority after their well-being and academics.