RHA Hall Council Responsibilities

Committee Members
- Attend weekly Hall Council meetings and monthly All Hall meetings
- Plan, advertise, and help run RHA events that foster community and belonging in residence halls
- Spread enthusiasm about RHA and upcoming events
- Advocate for positive improvements within housing
- Give voice to resident concerns and issues
- Be encouraging and supportive to all members of RHA

The following are appointed positions with additional responsibilities:

President
- Preside over and create agendas for weekly Hall Council Meetings
- Meet regularly with Community Director
- Be available as a resource for all residents to direct their questions/concerns/suggestions (Be the voice of the residents)
- Attend RHA executive board meetings twice per semester
- Delegate responsibilities to members, officers, and committees
- Provide leadership that is necessary to run a productive and efficient meeting

Vice President
- Help maintain organization
- Serve as liaison to Resident Assistants and the RHA Executive Board
- Give voice to resident concerns and needs and share with Executive Board
- Fill in for Hall President or secretary
- Biweekly updates to RHA Executive Board
- Champion Relay for Life and ensure council participation

Programming & Advocacy Chair
- Coordinate details, committees, and information for events
- Contact the necessary parties for all Hall Council functions
- Incorporate issues of advocacy into hall events (fundraise for a cause/provide information on a topic/etc.)
- Complete programming approval and debrief forms
- Educate on issues of diversity and social justice

Finance Chair
- Maintain Hall Council budget
- Handle all receipts and approve Hall Council purchases
- Keep accurate and timely records of all expenditures via Google Drive
- Submit reimbursement forms to VP of Finance

Marketing Chair
• Publicize events
• Photograph all hall council events
• Distribute Executive Newsletters
• Create and distribute flyers and other marketing materials
• Maintain a strong presence on social media

Secretary
• Keep detailed minutes at each meeting and email to Resident Assistants/Hall Council Members/AS Residential Senators
• Maintain a calendar of events and meetings
• Create or maintain a Hall Council social media page.

RHA 2014-2015 Hall Council Application

Thank you for choosing to apply for a position on your RHA hall council. Please answer the following questions and fill in the necessary information below, and email your responses to rha@sandiego.edu by 5:00 pm on September 26th 2014. Interviews will be held September 29th, 2014 through October 3rd, 2014. Please expect an email requesting your availability for an interview.

If you are not applying for a position, please complete the first four items so your name can be added to the roster. Be aware that participation is expected at the October 18th Hall Council Training from 10 am - 1 pm for all members.

Full name:
Building/Room Number/RA name:
Cell phone:
Email address:
Desired Position:

1. Why are you interested in this position and being a part of RHA?
2. Describe a significant team or leadership experience and its impact on your personal growth.
3. Name one thing you would like to improve in the residence hall. Why?
4. Name two exciting programming ideas for your living area.

*Note: Please entitle the subject of your email as follows: RHA Application - [your living area]