

## Who:

The Office of Residential Life is made up of six (6) professional staff members and 50 paraprofessional student staff. These staff members work in the central office and the residence halls in order to build community and to support the residents.

- Director: Responsible for enhancing a comprehensive student development program and strategic planning.
- Associate Director: Handles various aspects of the main office duties and leadership for the Second Year Experience Living Learning Community.
- Administrative Assistant: Handles clerical duties in the main office and oversees the Student Office Assistants.
- Area Coordinators (AC): Live-in staff that manages the residence halls and supervises the Resident Assistants.
- Resident Assistants (RA): Fun and outgoing student leaders that help the residents live happily and safely on campus.
- Student Office Assistants (SOA): Support the central office functions and provides excellent customer service.

## When

The Office of Residential Life is open 8am-5pm, Monday through Friday, except during college holidays. This includes office hours for the Area Coordinators, though their hours may vary.

Aside from that, one of the professional staff members are on call and are available 24/7. To get in touch with the professional staff member on call, ask a Resident Assistant or Campus Safety Officer and they will assist you.

The Resident Assistants are on call from 5pm-8am, Sunday evening through Friday morning. We also have an RA on duty every weekend. They serve nightly office hours in their respective buildings.

If you ever need anything, please do not hesitate to call your RA on duty when classes are in session, email the Res Life account, or call the Office of Residential Life!

## What

The Office Of Residential Life is a very important and exciting part of the Albion College experience. Residential Life is responsible for housing and meal plan assignments, programming and community engagement, maintaining safe residential communities, following up on facility related issues, and making sure your transition into our community is a smooth and satisfying journey.

## Where

- Residential Life Office: Ferguson 124
- The Area Coordinators hold office hours in their respective buildings.
- Mitchell Towers Office: Mitchell Towers first floor in the North Tower.
- Seaton/Whitehouse AC: Seaton Hall and Whitehouse on First Floor. (AC splits time between both buildings).
- Wesley Hall AC: Wesley Hall first floor, heading to the East side of the building.

Reach any of the Residential Life staff members by calling 517-629-0224 or emailing [reslife@albion.edu](mailto:reslife@albion.edu)

## Why

The mission of The Office of Residential Life is to facilitate student development through impactful relationships and living and learning experiences. We challenge students to build authentic residential communities on a foundation of inclusivity, integrity, scholarship, and Briton pride.

Office of Residential Life Staff is excited to welcome you to campus this Fall.

The Office of Residential Life: The Five W's