

**University of Illinois at Urbana - Champaign
Division of Disability Resources and Educational Services (DRES)
Beckwith Residential Support Services (BRSS)**

**JOB DESCRIPTION
Pre-Professional Graduate Assistant Appointment
Disability Advocate**

POSITION

The Beckwith Residential Support Services (BRSS) Disability Advocate position is a 0.5FTE pre-professional graduate assistantship for which the College of Applied Health Sciences, Division of Disability Resources and Educational Services (DRES)/Beckwith Residential Support Services (BRSS) and University Housing provides room and board at Nugent Hall and a monthly stipend. Duties begin August and continue through May.

QUALIFICATIONS:

Acceptance into graduate school at time of application. Enrollment in a disability-related field of study, previous experience in organized group living (including residence halls, fraternities, sororities, or related living environments) is preferred. Must be able to perform personal assistant (PA) position responsibilities and successfully complete a criminal background check. **This is a *LIVE-IN POSITION*.**

RESPONSIBILITIES:

1. Attend and participate in BRSS DA orientation and ongoing training deemed appropriate by the Beckwith Associate Director, first-year resident transition planning, in-house PA training, and individual supervision.
2. Assist the Beckwith Director, Associate Director, Coordinator of Staffing & Education and/or Visiting Disability Advisor in administering and maintaining transitional disability management services for BRSS residents.
3. Assist in the development and maintenance of a positive community environment, i.e., serve as a role model, resource person for BRSS residents.
4. Plan, implement and evaluate virtual bi-weekly interactive and innovative programs for the BRSS community.
5. Counsel/advise BRSS residents.
6. Develop positive relationships with BRSS community members and residence hall staff.
7. Attend regularly assigned meetings of the BRSS Administrative Team.
8. Adhere to and support University of Illinois, DRES, University Housing Hallmarks and BRSS policies and procedures.
9. Preserve the confidentiality of personal interactions with residents when appropriate. Assist in coordination of PA and Floater schedules, providing coverage in the event of an emergency.
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11. Assist in the development and maintenance of a positive community environment, i.e., serve as a role model/resource person for Nugent Hall resident advisors, and resident director (areas of programming, accessibility and inclusive interactions).

ADDITIONAL RESPONSIBILITIES:

11. Assist in the development and maintenance of a positive community environment, i.e., serve as a role model/resource person for Nugent Hall resident advisors, and resident director (areas of programming, accessibility and inclusive interactions).
12. Maintain bulletin board monthly which educate, encourage conversations and facilitate an inclusive living environment.
13. Plan, implement and evaluate at least four active/passive programs/semester.
14. Collaborate with resident advisors, student organizations and DRES on program initiatives around disability awareness.
15. Support educational, social, cultural and recreational programming within Nugent Hall by advertising and participating in floor and hall activities.
16. Attend housing meetings as deemed appropriate by the Beckwith Associate Director.
17. Other duties as assigned.