

# Application for Resident Assistant (R.A.) Position

Ms. Allen would like to invite the parents/guardians of the out-of-town students to apply for the 5 R.A. positions available during the Summer Intensive 2008. Please fill out the attached application. We must receive your application for the R.A. position, personal statement and two personal references no later than May 5, 2008. Mail to: The Debbie Allen Dance Academy, 3623 Hayden Ave., Culver City, CA. 90232, Attention: Denise Harris. No applications, or any part of the application, will be accepted after that date for any reason.

The R.A. position is a demanding, yet rewarding experience as you befriend and support our talented out-of-town young people, between 10 and 18 years old. It is worth noting that many of our youngest have never been away from home before, and even those who have, have not been away for as long as 4 weeks. The person who applies for this job, then, should come with a large supply of patience, impartiality, smiles of assurance and more importantly, hugs! Every R.A. will be assigned between 6-10 students (depending on the students' ages). Your own child will not be in your group or assigned to your Suite and it is imperative you support the R.A. who they have been assigned to in the event of any misunderstandings.

## Job Description:

1. To support the Head R.A. as needed and as defined by Ms. Allen in collaboration with management and the Head R.A..
2. To arrive one-day early, **July 5, 2008** for the 3 pm R.A. Orientation with Ms. Allen and Summer Intensive management staff (your child may also accompany you and check-in early on that date.)
3. To assist in the dormitory check-in process and airport arrival pick-ups and drop-offs of out-of-town students.
4. To provide round-the-clock supervision and support for the Summer Intensive dormitory residents throughout the duration of the Program.
5. To assist in setting up, serving and supervising the student's lunch time.
6. To accompany and supervise students on all field trips and on-campus Special Events.
7. If and when requested, to provide clerical and "behind the scenes" support during Academy hours of operation and in preparation for and during the recitals.
8. Should it occur, to accompany your assigned student to any medical and/or dental appointments.

**THE DEBBIE ALLEN DANCE ACADEMY SUMMER  
INTENSIVE 2008**  
**Resident Assistant Application**

|                |  |
|----------------|--|
| Name:          |  |
| Students Name: |  |
| Your Phone     |  |

In light of the R.A. responsibilities, please write a brief statement below describing why you feel you would be an excellent candidate for the position of R.A. during the Debbie Allen Dance Academy Summer Intensive 2008. Please mail your statement to Denise Harris, Debbie Allen Dance Academy, 3623 Hayden Ave., Culver City, CA. 90302. Your statement must be received no later than May 5, 2008 in order to be considered. Failure to receive it by that date will forfeit your eligibility.

**THE DEBBIE ALLEN DANCE ACADEMY**  
**SUMMER INTENSIVE 2008**  
**Resident Assistant Application**

|  |  |
|--|--|
| Summer Intensive<br>Dancer's Name      |  |
| R.A. Applicant's Name                  |  |
| Your signature:                        |  |
| Relationship to the R.A.<br>Applicant: |  |
| Your Phone                             |  |

Attached to this form, you should have received a copy of the R.A. job description. In light of the R.A. responsibilities, please write a brief statement below describing why you feel the above named candidate would be an excellent R.A. for the dance students of the Debbie Allen Dance Academy Summer Intensive 2008. Please mail your recommendation in the Debbie Allen Dance Academy addressed and stamped envelope provided by the applicant. The envelope should be mailed by you with your signature signed across the seal of the envelope. Your recommendation must be received no later than May 5, 2008 in order for the above-named applicant to be considered. Failure to receive it by that date will forfeit their eligibility. (Please include how long you've known the applicant and in what capacity.)

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## Job Description:

1. To support the Head R.A. as needed and as defined by Ms. Allen in collaboration with management and the Head R.A..
2. To arrive one-day early (July 1, 2008) for the 3 pm R.A. Orientation with Ms. Allen and Summer intensive management staff (your child may also accompany you and check-in early on that date.)
3. To assist in the dormitory check-in process and airport arrival pick-ups and drop-offs of out-of-town students.
4. To provide round-the-clock supervision and support for the Summer Intensive dormitory residents throughout the duration of the Program.
5. To assist in setting up, serving and supervising the student's lunch time.
6. To accompany and supervise students on all field trips and on-campus Special Events.
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**THE DEBBIE ALLEN DANCE ACADEMY**  
**SUMMER INTENSIVE 2008**  
**Resident Assistant Application**

|                                     |  |
|-------------------------------------|--|
| Summer Intensive Dancer's Name      |  |
| R.A. Applicant's Name               |  |
| Your Signature:                     |  |
| Relationship to the R.A. Applicant: |  |
| Your Phone                          |  |

Attached to this form, you should have received a copy of the R.A. job description. In light of the R.A. responsibilities, please write a brief statement below describing why you feel the above named candidate would be an excellent R.A. for the dance students of the Debbie Allen Dance Academy Summer Intensive 2008. Please mail your recommendation in the Debbie Allen Dance Academy addressed and stamped envelope provided by the applicant. The envelope should be mailed by you with your signature signed across the seal of the envelope. Your recommendation must be received no later than May 5, 2008 in order for the above-named applicant to be considered. Failure to receive it by that date will forfeit their eligibility. (Please include how long you've known the applicant and in what capacity.)