

## Residence Hall Programming Model



### Residence Hall Programming Model

**Big Community** focuses on building relationships between the whole residence hall. Programs are done as a team with co-chairs for each program. Every Resident Assistant is required to attend and work as a team to help the program be successful.

**Small Community** focuses on the Resident Assistant's relationship with their individual residents on the floor.

#### Programming Requirements

Each Building must complete the four Big Community programming areas every semester. These include:

1. **Physical/Emotional Wellness:** Focus on the health of the body and mind. Topic areas could include exercise, healthy eating habits, self-esteem, and stress.
2. **Spiritual Wellness:** Focus on the health of the soul. Topic areas could include finding your purpose in life, awareness of all types of faith, and growth in individual spiritual life.
3. **Life Skills:** Providing insight into everyday experiences and helping students become capable individuals. Topic areas could include laundry, balancing accounts, car mechanics, and resume/career building.
4. **Diversity:** Focus on the identity of the self and others so we can live in an inclusive environment. Topic areas could include dialogues on values and beliefs, and learning differences and similarities.

**One program area** needs to be completed **once a month**. As a team, decide which month will hold which program. For example:

- September: Life Skills
- October: Physical/Emotional Wellness
- November: Diversity
- December: Spiritual Wellness
- January: Life Skills
- February: Physical/Emotional Wellness
- March: Diversity
- April: Spiritual Wellness

Every Resident Assistant must complete the **Small Community** requirements each semester. These requirements include:

- **Resident Connections:** Beginning of the Fall and Spring Semesters, a set of questions/topics will be given to each RA to help better the wants and needs of each resident. Each resident connection should last a minimum of 30 minutes.
- **Informal Check-Ins:** Occur in the middle or end of each semester. This is a casual conversation that will help you determine the resident's wellness.
- **Community Engagement:** Occurs once a semester. This allows you to get your floor involved on campus and the greater Holland community. This includes going to a campus event or volunteering in the community. The Residential Educator, KnowHope, or the Hope Calendar can all be great resource to find the events!
- **Social Program:** Occurs once a semester. This is a program that is to be put on for RAs specific residents. This is to help build up community on the floor.

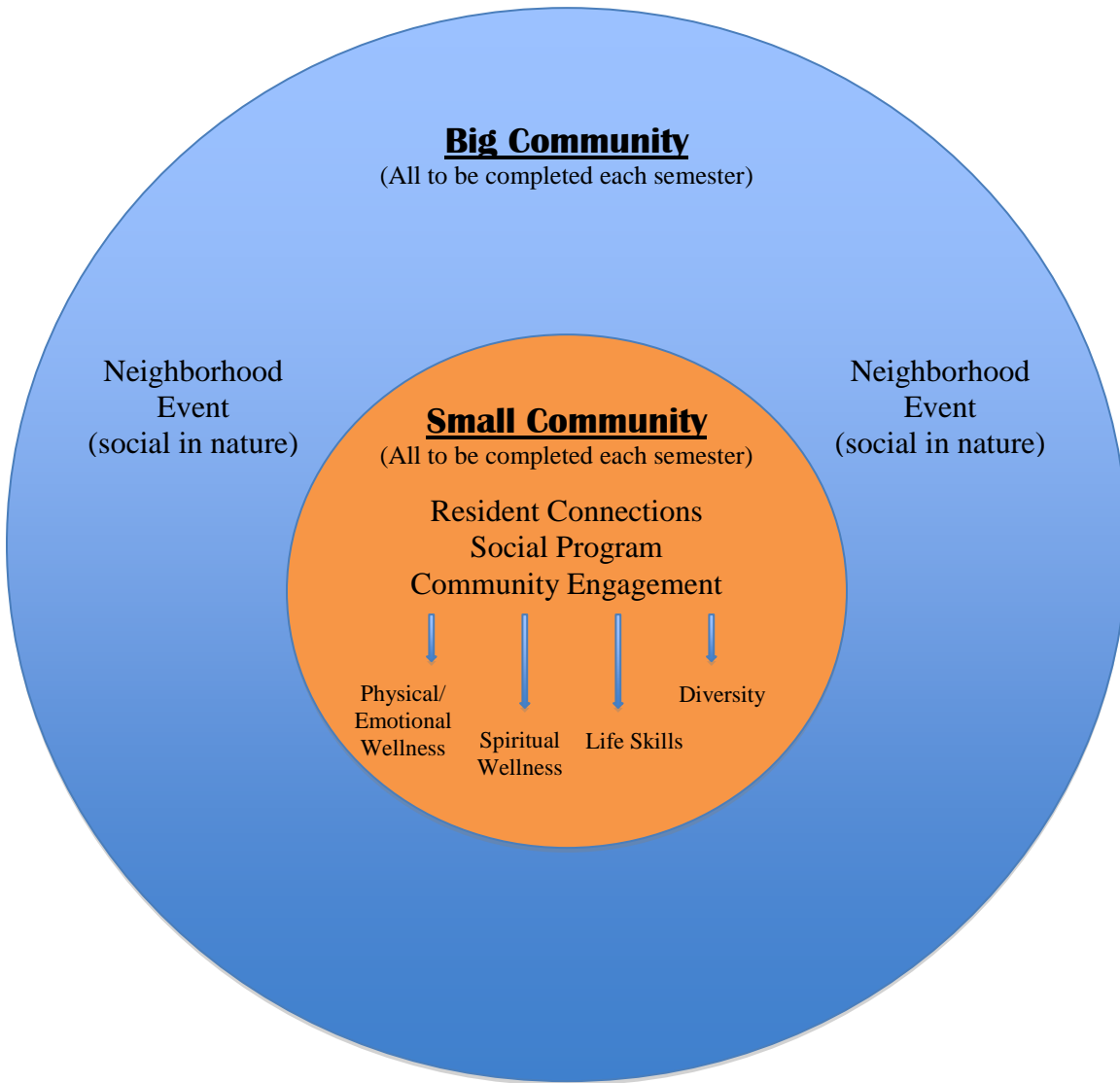


### Bulletin Boards Requirements

- Each Hall RA must complete one bulletin board per month
- Bulletin boards are intended to reach, teach, or engage.
- Bulletin Board Planning forms are due to your RLC/RD 7 days before your bulletin board is posted.
- Bulletin boards are due at midnight on the 1<sup>st</sup> of every month.



# Cottage Programming Model



### Cottage Programming Model

**Big Community** focuses on building connections and relationships within each neighborhood. Programs are done as a team with co-chairs for each program. Every Resident Assistant is required to attend and work as a team to help the program be successful.

**Small Community** focuses on building relationships in each individual cottage.

#### Programming Requirements

Each neighborhood must complete the **Big Community** requirements each semester. Each neighborhood must complete **2 Neighborhood Events (socials)** a semester. There will be appointed co-chairs for each neighborhood program. The Neighborhood Events could include:

- Neighborhood Block Party
- Neighborhood Scavenger Hunt
- Bowling Party
- Progressive Dinner

Every Resident Assistant must complete the **Small Community** requirements within their cottage. These requirements include:

1. **Resident Connections:** Beginning of the Fall and Spring Semesters, a set of questions/topics will be given to each RA to help better the wants and needs of each resident. Each resident connection should last a minimum of 30 minutes. This is something that helps reiterate the RA vs. friend role.
2. **Social Program:** This is to be completed a minimum of one time a semester. A social program is an opportunity for the residents of each cottage to interact in an informal capacity and enjoy each other's company.
3. **Community Engagement:** This allows you to get your cottage involved on campus and the greater Holland community. This includes going to a campus event or volunteering in the community. A monthly event must be planned highlighting each of the following areas:
  - **Physical/Emotional Wellness:** Focus on the health of the body and mind. Topic areas could include exercise, healthy eating habits, self-esteem, and stress.
  - **Spiritual Wellness:** Focus on the health of the soul. Topic areas could include finding your purpose in life, awareness of all types of faith, and growth in individual spiritual life.
  - **Life Skills:** Providing insight into everyday experiences and helping students become capable individuals. Topic areas could include laundry, balancing accounts, car mechanics, and resume/career building.
  - **Diversity:** Focus on the identity of the self and others so we can live in an inclusive environment. Topic areas could include dialogues on values and beliefs, and learning differences and similarities.

An example of the **Community Engagement** requirement could be as follows:

- September: Life Skills
- October: Physical/Emotional Wellness
- November: Diversity
- December: Spiritual Wellness
- January: Life Skills
- February: Physical/Emotional Wellness
- March: Diversity
- April: Spiritual Wellness



The Residential Educator, KnowHope, or the Hope Calendar can all be great resource to find the events!

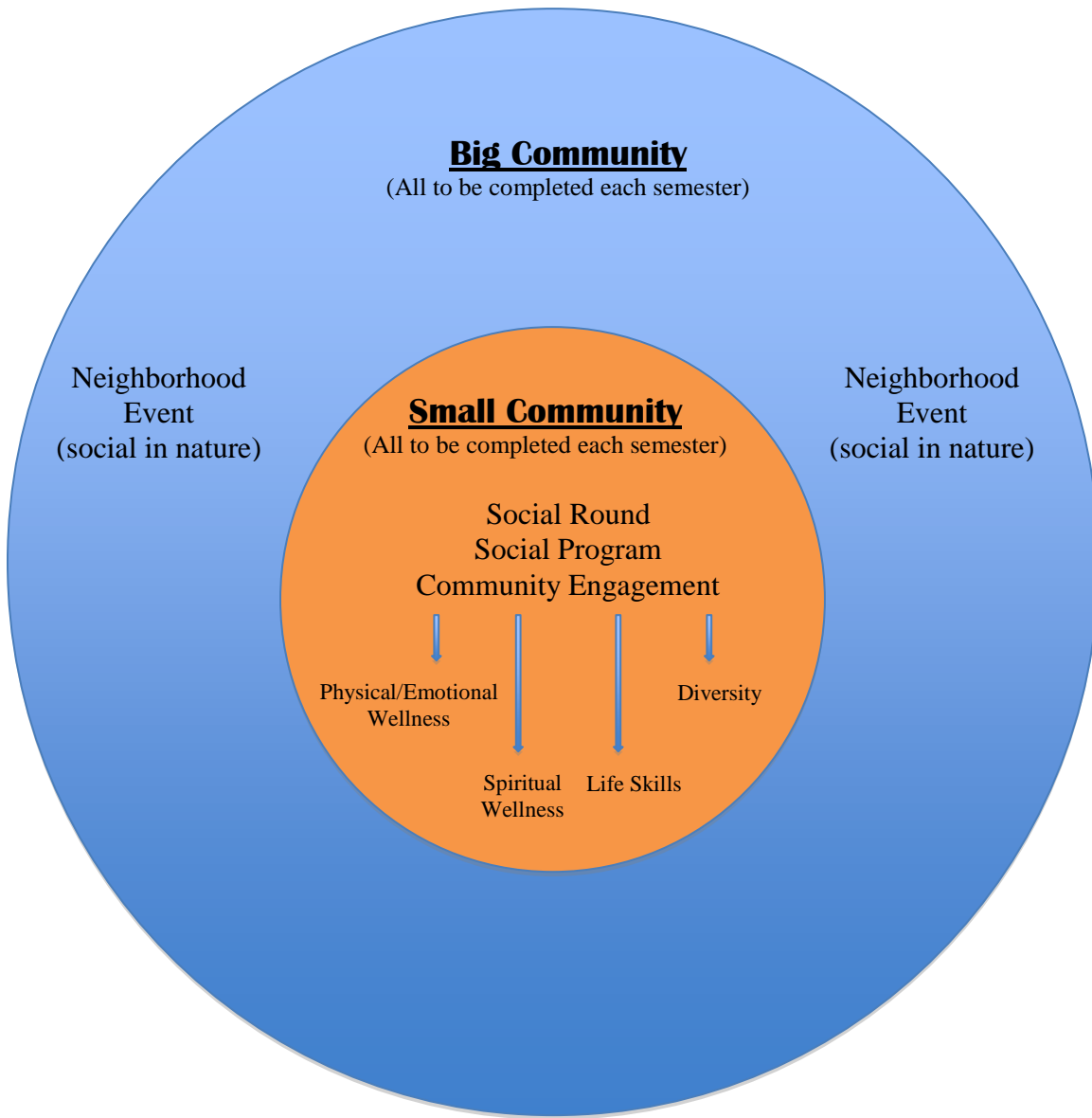
**Special Notes for Theme Cottages and Greek Cottages:**

*RAs of theme cottages and Greek cottages must adhere to the same programming requirements as other cottage RAs.*

- Theme Cottages – **ALL** Community Engagement programs must somehow incorporate the theme of your house
- Greek Cottages – you may not count any of your fraternity or sorority events as an RA program



# Apartment Programming Model



## Apartment Programming Model

**Big Community** focuses on building connections and relationships within each neighborhood. Programs are done as a team with co-chairs for each program. Every Resident Assistant is required to attend and work as a team to help the program be successful.

**Small Community** focuses on building relationships in each apartment building.

### Programming Requirements

Each neighborhood must complete the **Big Community** requirements each semester. Each neighborhood must complete **2 Neighborhood Events (socials)** a semester. There will be appointed co-chairs for each neighborhood program. The Neighborhood Events could include:

- Neighborhood Block Party
- Neighborhood Scavenger Hunt
- Bowling Party
- Progressive Dinner

Every Resident Assistant must complete the **Small Community** requirements within their apartment building. These requirements include:

1. **Social Round:** This is to be completed once a semester. The social round includes getting to know your residents and visiting with each room for approximately ten minutes.
2. **Social Program:** This is to be completed once a semester and is for the whole apartment building. The social program is an opportunity for the residents to get to know one another.
3. **Community Engagement:** This allows you to get your apartment building involved on campus and the greater Holland community. This includes going to a campus event or volunteering in the community. A monthly event must be planned highlighting each of the following areas:
  - **Physical/Emotional Wellness:** Focus on the health of the body and mind. Topic areas could include exercise, healthy eating habits, self-esteem, and stress.
  - **Spiritual Wellness:** Focus on the health of the soul. Topic areas could include finding your purpose in life, awareness of all types of faith, and growth in individual spiritual life.
  - **Life Skills:** Providing insight into everyday experiences and helping students become capable individuals. Topic areas could include laundry, balancing accounts, car mechanics, and resume/career building.
  - **Diversity:** Focus on the identity of the self and others so we can live in an inclusive environment. Topic areas could include dialogues on values and beliefs, and learning differences and similarities.

An example of the **Community Engagement** requirement could be as follows:

- September: Life Skills
- October: Physical/Emotional Wellness
- November: Diversity
- December: Spiritual Wellness
- January: Life Skills
- February: Physical/Emotional Wellness
- March: Diversity
- April: Spiritual Wellness

The Residential Educator, KnowHope, or the Hope Calendar can all be great resource to find the events!



## Planning and Preparation

Steps to Developing a Great Program:

1. Generate ideas
  - Ask your residents what they want to do or learn about
  - Take a “boring” subject and make it fun
  - As you come up with ideas, think of which areas of the C.H.I.P.S. model your program will fulfill. Are there areas you have not covered yet this semester?
  - Think outside of the box!!
2. Preparation
  - Location—where will the program take place? In a hall lounge? Or do you need to reserve another space? Do you need a rain location? Make sure you reserve all spaces through Conference Services.
  - Time—When choosing a date and time, it is a good idea to know when your residents are glued to the TV, studying, or when they have other meetings. Try to avoid as many scheduling conflicts as possible.
  - Guest speakers—if you invite a speaker, be sure you ask as early as possible so they can be available when you want to do the program. Always follow up with a speaker a day or two before the program.
  - Food—pizza is always good, but trying something new and different is even better! Be sure to get things early... don't wait until the day of the program to gather your supplies.
  - Money—determine the cost (if any) of your program, and make sure you turn in your program proposal on time to secure funding from your RLC/RD/NC.
  - Advertisement—start advertising early, and use more than one means of advertisement
3. Program proposal
  - This form should be filled out (3-7) days before your program.
4. The day of the program
  - Do some last minute advertising—word of mouth, notes on doors, etc.
  - Setup and clean-up
  - Evaluation of program by residents—once per semester, you need to get some feedback about a program from those who attend.
5. After the program
  - Complete the program evaluation form.
  - Send thank-you notes to guest speakers or others who helped out.
  - Turn in any receipts to your RLC/RD/NC.



## **Helpful Hints for Programs**

- Start off with a bang! It is important to fill the first few weeks of school full of great events and activities. This will help to set the tone for the rest of the year.
- At an opening meeting, hand out a survey to find out what your residents are interested in. Ask questions about hobbies, skills, area of study, favorite foods, topics of interest, and things they would like to learn about.
- Take advantage of events on campus. There are so many opportunities for groups of people attend Hope activities together. Theatre productions, basketball games, dinner at Phelps, speakers, and SAC movies are a great way to get new students familiar with campus and helps them become aware of student life at Hope.
- If you want to provide a meal (cookout, etc.) you can have the food ordered and/or prepared for you through the catering office. You can also call catering in advance and give them the food service numbers (on the back of ID) of those on meal plan who are planning to attend. This will reduce the cost of your program.
- If you are planning an outdoor event in fall/spring, be sure you have a back-up location in case of rain. If you're planning a "snow" event in winter, make sure you have a "Plan B" in case there isn't enough snow.
- Plan programs around a topic your residents are really interested in, and ask them to help you plan it. If you have low attendance at programs, this can definitely help. When residents are involved in the planning, they will come and bring their friends.
- Work with another residence hall, cottage, or neighborhood to plan a program. This helps students get to know more people on campus and gives you the chance to work with other RAs.
- Utilize offices across campus. The following (and other) offices are available to provide resources, speakers, etc. for programs: Multicultural Office, Fried International Center, Campus Ministries, Career Services, Academic Support Center, CrossRoads, Health Clinic and the Counseling Center.

