

Gettysburg College  
Office of Residence Life  
**Residence Life Staff Ethical Expectations**  
2007-2008

You were selected as a Residence Life staff member because of your ability to further develop your skills and actively serve as a role model on campus. This year it will be necessary for you to reach beyond your present abilities and accept the challenges of growing along with your residents. Helping students grow and learn to their fullest potential is one of your primary responsibilities.

To earn the respect of the individuals in your hall-group/residence hall, you must be receptive, impartial, and professional. Respect requires effort on your part when developing relationships. You will be faced with situations in which your discretion will be required. We trust and expect that you will make wise choices.

Below is a list of thirteen staff ethical expectations that serve as reasonable expectations for the conditions discussed in your job description and employment contract.

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1. Perform, to the fullest, the duties and responsibilities as established by Residence Life and assume full responsibility for your actions.
2. Establish, maintain and support a positive and healthy living-learning environment in your residence hall that is consistent with the goals of Residence Life and the educational mission of the College.
3. Uphold all Federal, State and Gettysburg College policies. Being Residence Life staff member does not exempt you from any rules. If anything, it holds you to a higher standard.
4. Confront all potential problem situations. Have no favorites on the floor when it comes to incidents. Do not ignore what is happening on your floor, on any floor, in any room. What you skip over could potentially lead to a dangerous situation. Enforce ALL residence hall policies. Be consistent and fair. Take a proactive approach at all times.
5. Be a role model. Understand that you are a Residence Life staff member wherever you go, and that is how students will see you.
  - Being a role model extends to voicemail, electronic communications (e.g. email: written contents, signatures, etc.; Instant Messenger: conversations, away messages, profile, etc.), and websites (e.g. personal websites; Myspace; Facebook: profile, groups, wall contents, self posted and tagged photos, etc.). These and other forms of communication provide an outlet for representing yourself and potentially either positively or negatively impacts people's impressions of you. As a member of the Residence Life staff, these communications also impact people's impressions of others in your position, of the Office of Residence Life, and of Gettysburg College. You are responsible for the way you conduct yourself via voice and electronic communications, as well as the way you are represented on personal websites and online directories (e.g. Facebook).
6. If you have a problem on staff or with an individual, do not gossip and share your problem with residents or other staff members. Confront complaints and people directly. Do not complain to students, but instead find productive ways to resolve issues with individuals. If you are in a situation where residents are speaking negatively of another staff member, person, or group, encourage the resident to bring his/her concern to the appropriate person or office.
7. Due to the nature of your position, residents may communicate with you information and/or materials that they would prefer to be kept confidential. As a staff member, you are an agent of the College, and therefore you can never promise residents complete confidentiality.

8. Respect others and their differences. Be intentionally inclusive with your actions and your programs. Your actions and programs must not be heterosexist, racist, sexist, inaccessible, or oppressive in nature, title, or content. Challenge yourself to understand and appreciate persons of different sexual orientations, ethnic backgrounds, religious affiliations, race and gender. Confront inappropriate slurs or jokes made against specific groups or persons (this includes you and the other staff members). Understand where your own prejudices lie and be open to new ideas.
9. Amorous, dating, or sexual relationships with building/area staff members and/or building residents must not occur. Relationships between staff and area residents in the East and West Areas are strongly discouraged. These expectations are due to the supervisory, peer-counseling, and/or evaluative responsibilities that exist with these groups.

Sexual harassment and other sexually inappropriate behaviors are unacceptable. This includes unwelcome sexual advances or threats, deliberate or careless use of offensive or demeaning terms that have sexual connotations or are gender-based, repeated and unwelcome requests for sexual favors or a romantic relationship, repeated and unwelcome letters, phone calls, or e-mails of a sexual or romantic nature, sexually motivated physical contact, or other verbal, electronic, or physical conduct or communication of a sexual nature.

Sexual misconduct, including sexual assault, is defined as deliberate physical contact of a sexual nature without the other person's consent. This includes:

- Non-consensual sexual contact. Non-consensual sexual contact is any sexual touching, with any object, by a man or a woman upon another person without consent or making any person touch you or them in a sexual manner.
- Non-consensual intercourse. Non-consensual intercourse is any sexual intercourse (anal, oral or vaginal), with any object, by a man or woman upon another person without consent.
- Disrobing or exposure of one's self or another person that occurs in a public area and/or is unwanted by an involved person.

All sexual interaction between any two people must be consensual. For further information on the college definition of consensual, please refer to the *Handbook of Student Rights and Responsibilities*.

10. Take an active role in the education of residents, as it pertains to the use of alcohol. As a role model and agent of the College, you should:
  - Refrain from the use of alcohol in violation of the College alcohol policy and/or laws of the Commonwealth of Pennsylvania.
  - Refrain from the use of alcohol immediately before and while on duty.
  - Staff must be aware of the impact of consuming alcohol with other staff and/or students on their responsibility as role models.
  - Do ***not*** provide alcohol to anyone under the age of 21.
  - Furthermore, do ***not*** appear intoxicated in public; such behavior does not fall within the framework of an acceptable, positive role model.
  - Speak and behave in a manner which communicates an appropriate message related to the use of alcohol. Actively discourage the inappropriate use and abuse of alcohol.
  - Discourage planned alcohol-related events involving underage persons.
  - Encourage and provide creative alternatives to alcohol-related events.
  - Concern yourself with the safety and well-being of others when in a situation that involves alcohol.
  - Confront violations of the College's alcohol policy regarding inappropriate use and abuse of alcohol. Identify and hold student's accountable for their behaviors while consuming alcohol.
  - Educate students on the psychological effects of alcohol use and abuse. Identify and intervene with students who are suspected of an alcohol-related problem and make referrals to a Residence Life staff member.
11. Abide by all College policies as outlined in the *Student Handbook* and *Guidebook for Residents*.