Housing Assistant Job Posting - Recruitment

Palo Verde Housing Assistant 2018/2019

Term begins: Sunday - July 1, 2018
Application Deadline: Monday-February 5, 2018 at 5pm.

Responsibilities:
- Provide after-hours coverage for Palo Verde Housing Office.
- Respond to resident and community issues requiring immediate intervention and assessment.
- Provide routine access to recreation facilities.
- Inform residents through the bulletin boards and the PV Press.
- More. See HA Job Description for complete details.

Compensation:
- Housing Assistant: Salary
- You Must Attend An Information Session in Order To Apply For The Position:
  - Wednesday - January 17th at 5:30 pm
  - Tuesday - January 23rd at 6:00 pm
- in the Palo Verde Lounge and Conference Room

These sessions will give you an opportunity to learn more about the position, the selection process, the training program and to pick up an application packet. Being a Housing Assistant is a great way to be involved in the Palo Verde community.

For more information, contact sherwook@uci.edu.

Additional information will be posted in the Palo Verde laundry rooms.

No Smoking at Palo Verde - Palo Verde Housing, as well as UC Irvine, are designated as “smoke free.” Smoking and tobacco products (including e-cigarettes, and personal vaporizers) are NOT permitted on campus or other UC Irvine properties, including Palo Verde and other UCI Graduate and Family Housing.

Residents and their guests are not permitted to smoke or use tobacco products within individual units, in common areas, or throughout the grounds. This includes all hallways, walkways, lobbies, garages, parking lots, inside personal cars parked on the property, and all exterior grounds.

If you observe someone that is violating the smoke free policy you are welcome to notify the Palo Verde Office during business hours or the HA on call after hours (please note that if you would like intervention, we need details, like who, where, when, etc.).

Apply for a Housing Exception if you are:

Not a Full Time Student - During your residency at Palo Verde, full time student status is required. If you are graduating, fall below full time status or experience extenuating circumstances which temporarily prohibits full time study, you must request an exception by submitting a written petition for continued residency to the Palo Verde Housing Office. Supporting documents must be submitted along with the petition. The petition will be reviewed by the exceptions committee which meet the first and third Thursday of every month during the academic year. Notifications will be sent the following week.

If you are in your last quarter, on filing fee status and wish to stay at Palo Verde, you must submit a copy of the filing fee receipt or proof that the filing fee has been paid.

Subleasing During Academic Year - You are required to apply for an exception if you are planning on subleasing during the academic year. Subleasing without approval of the Palo Verde Housing Office is a violation of the rental agreement which is grounds for termination of contract. Subleases are permitted provided:

A) your agreement is pre-approved by the Palo Verde office.
B) your sub lessee has been pre-approved by the Palo Verde office.
C) you and your sub lessee comply with the UCI Graduate Housing policies and terms of your lease.

Guest Visitation - Occasionally, residents may wish to have a family member or friend visit or stay with them overnight.

Each resident is responsible for the behavior of their guests while on campus and in the housing communities. The host must be a resident and must receive the permission of his/her roommate(s)/apartment - mates prior to inviting guests.

“There are only two days in the year that nothing can be done. One is called yesterday and the other is called tomorrow, so today is the right day to love, believe, do and mostly, live.”

- Dalai Lama
Making the most of Your Refrigerator

The refrigerator consumes more energy than any other household appliance. Residents can keep a refrigerator in use longer by following these tips:
• Report problems with temperature control (40 °F), light, door closure, gaskets, drawers, door shelving, freezer and compressor to the Palo Verde office.
• A full refrigerator uses less energy than an empty one. The more space to cool, the harder the fridge has to work. However, you do not want it too full because you still need room for the chilled air to circulate and cool down new items.
• If there is not enough food to fill the freezer, many suggest putting in more ice trays or some containers of water. Extra water containers in the cooling section will also minimize the amount of in-rushing warm air that has to be cooled when the door opens and shuts.
• Keeping the door closed saves energy.
• If the power goes out, leave the refrigerator closed to conserve the cold.

Letting Go of Clutter - Are you overwhelmed with having excess possessions like supplies, shoes, unused gifts, clothing with the price tags still attached, or any incomplete projects? If you have clutter, here are tips for dealing with it:
• Get rid of duplicates - If you have duplicates lying around, keep the better duplicate and trash or donate the other.
• Get rid of things you have not used in a year - You may tell yourself that you will use it eventually, but if you have not touched it in a year, chances are that you are not going to in the near future. Do your home a favor and get rid of the items that are not getting any use.
• Do not keep items out of guilt - Do you have items friends or relatives gave you that you would never use, or clothes you splurged way too much on. Time to be brutal and get rid of them all.
• Put things back where they belong - It is easy to just leave things lying around, but that is how clutter builds up. After you are done using something, immediately put it back where it belongs so you will not be tempted to procrastinate.
• Find a home for them - Make sure every item in your home has a place, whether it be a plastic container or an under-the-bed organizer.
• Sell, give away, donate, recycle, or throw away - Place higher priced items on consignment or sell on e-Bay. If you do not think it is worth the effort to sell, give it away to people you know who will use it. You can also choose to donate it.
• Do not keep items you would not buy now - Are there some items you have that you would never buy now? Perhaps you can take a good hard look at them and figure out why you need them now and if you can do without them.
• Do not forget storage under your bed - There is a lot of real estate in your home that is not being put to good use; one that people often forget about is under-the-bed storage.
• Evaluate your spending - If you are buying things you do not need, take a hard look at your spending. Try going on a spending hiatus to motivate yourself.
• Recycle - Bag used but not leaking batteries and place in the gray recycle bin in the Computer lab along with any unwanted electronics (radios, TVs, computers, telephones, etc.). Remember to use the recycle bin next to dumpsters for non-electronic items.

“\nThe reality for many of us is that our attempts at change fail on our first attempts - and even on multiple attempts - and instead of looking for what was missing about the process, we look inward and find fault with ourselves.” ~ Sandi Amorim

Winter Fest
Ending January 7th

Featuring ice tubing down an 8 lane, 150 foot mountain, massive snow play and slide area with separate areas for toddlers and kids with fresh snow blown in daily, ice skating on SoCal’s largest outdoor ice rink under the stars. The Winter Fest also features nightly Holiday tree lighting celebration with a parade of the Winter Fest OC characters, fireworks and snow flurries, plus an all new Alpine Village with a new light maze and new wintry attractions, over 20 carnival rides and attractions, festive entertainment, seasonal eateries, and so much more.

OC Fair & Event Center
88 Fair Drive,
Costa Mesa, CA 92626.
(714) 708-1500
https://winterfestoc.com/

Free Yoga For Graduate and Family Housing Residents
Classes will be held every Tuesday beginning January 9th - March 13th at 6pm in the PV Community Room

Yoga is back for the Winter quarter! Palo Verde and Verano residents, partners, and friends - this is a great, convenient way to get your workout in with your busy schedule. This class is suited for all levels and abilities, including beginners. These sessions are brought to you FREE OF CHARGE as a part of PVRC’s an VR’s community programming!

Be sure to show up early as space may be limited!

Bring along an exercise mat or towel and a water bottle. Be sure to come early for your first session to sign a waiver for the ARC.

For more information, please visit:
http://www.housing.uci.edu/housingOptions/Palo_Verde.html