



Saint Nicholas Center † 456 Nimick Street † Sharon PA 16146
724-308-6218 † StNicholasCenter@gmail.com

Resident Assistant Application

Those staying in any homeless program of the Archdiocese are doing so at the pleasure of the Archdiocese, and for the benefit of the individual and the center they are residing at. This is a privilege and not a right, and your stay can be an experience of peace, education, warmth, security, guidance and longevity, but you must show that you are worthy of such by following the rules and policies established. You will receive much at the expense of the Church, and this includes but not limited to:

1. A place to sleep, bathroom to use, food in your room and community meals, telephone privileges, laundry, counseling when needed, spirituality, and assigned time for use of the community computer.
2. In addition, the clergy will invite RA's to join them on outings, travel experiences and dining out from time to time.
3. Your personal needs, within reason, are cared for by the house you are residing in. However, if you are receiving any kind of financial or food support from any source it must be reported to the director of the house.
4. You will be taken to the hospital when seriously ill or for emergencies, visited by the clergy if admitted, and picked up when released. We will also help with the cost of medications as much as possible.
5. The Church invests greatly in each R.A., so be thankful for what is given to you.

These are some of the basic house rules you should be aware of before applying:

- ✕ You will be expected to live on the grounds here and will need permission to leave for an emergency, personal business, or otherwise before doing so, and return by the time agreed upon. Personal calls may be made from the house phone twice per day and your family may come to visit you once per month, and when necessary and made known in advance to the director of the house.
- ✕ You may not enter another R.A.'s area without permission. Theft is not tolerated.
- ✕ Alcohol is allowed occasionally at designated times, with discretion and as long as all rules are observed. Prohibited for residents on probation, parole, or in rehab.
- ✕ No controlled substances in your room unless they have been prescribed by a physician and after advising the Staff. Narcotics will be kept and distributed by the senior staff member.
- ✕ Confidentiality in certain matters is required as advised.
- ✕ You may not use foul or offensive language or make bigoted comments on the property.
- ✕ No jeans or tank tops. Shorts must be knee length or longer and t-shirts with suggestive or inappropriate designs or writing may not be worn on the property. Only approved jewelry or earrings may be worn. Normal dress is sweatpants and t-shirts. You will be provided them if you do not have them. Black dress pants may be worn to chapel.
- ✕ You must show respect for the clergy and fellow residents.
- ✕ No cell phones and laptops in your room without prior permission and according to the rules for having such. Keep your area or appointed space neat and clean, do your laundry when assigned; maintain good hygiene.
- ✕ You will be assigned a set list of chores, or assigned chores as necessary, that you must do as directed on the days assigned. You must begin your workday on time, unless permission is granted to stay in bed, and you must work until the time advised unless asked to work longer, or dismissed before.
- ✕ Lights and televisions are to be off by midnight, unless in the main living room. You may have a night light on.
- ✕ Any income or food stamps must be reported and you will be informed of how much should be contributed to the community.
- ✕ Lights out is at 12:00 midnight unless told or otherwise directed. The clergy may want to be alone or discuss things in private.
- ✕ Spiritual/beneficial reading is encouraged for all residents.
- ✕ The rules and policies can be amended at any time or added to by the Chancery or house superior.

St Nicholas Center 456 Nimick Street Sharon PA 16146	RESIDENT ASSISTANT APPLICATION	Office of the Chancellor 2216 Culver Place #2 Anchorage AK 99503
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Please print.		Please answer all questions fully and honestly. No answer will necessarily approve you for or reject you from consideration.		Date	
First Name			Middle Name		Last Name
Address			City	State	Zip
Phone/Cell			Date of Birth		
Age	Marital Status		Social Security Number		
Height	Weight				

REFERENCES (Please list at least three people, not related to you, you have known for at least 3 years)					
Name		Relationship		Phone	Age
Name		Relationship		Phone	Age
Name		Relationship		Phone	Age
Name		Relationship		Phone	Age
Previous Employer		Contact Person		Phone	
Any current income?		From where?		How much?	
Have you ever been arrested for a Misdemeanor or Felony?					
If Yes, please explain					
Do you have any medical (or mental health) problems we should know about?					
Are you on probation?		How long?	Expires	Name of P.O.	
Reason?					
Have you used any street drugs? When was last time used?		Explain			
Do you use alcohol How much?		Explain			
Do you smoke? How much?		Please check <input type="checkbox"/> Cigarettes <input type="checkbox"/> Cigar <input type="checkbox"/> Pipe			
What is your main reason for wanting to be a resident?					

Preferences			
When can you start?			Ethnicity
Do you have a car?	Make	Model	Religion
Please check the following that are applicable to you and your experience:			If possible, please attach a photo of yourself.
<input type="checkbox"/> Computer Assistance	<input type="checkbox"/> Lawn Care	<input type="checkbox"/> Outdoor Maintenance	
<input type="checkbox"/> Cooking/M meal Preparation	<input type="checkbox"/> Light Construction	<input type="checkbox"/> Personal Assistant	
<input type="checkbox"/> Electrical	<input type="checkbox"/> Office Work	<input type="checkbox"/> Plumbing	
Please check those you would like to do here:			
<input type="checkbox"/> Computer Assistance	<input type="checkbox"/> Lawn Care	<input type="checkbox"/> Outdoor Maintenance	
<input type="checkbox"/> Cooking/M meal Preparation	<input type="checkbox"/> Light Construction	<input type="checkbox"/> Personal Assistant	
<input type="checkbox"/> Electrical	<input type="checkbox"/> Office Work	<input type="checkbox"/> Plumbing	
<input type="checkbox"/> Home Repairs			

General Questionnaire		
Would you consider yourself to be an introvert (shy) or extrovert (outgoing)?		
If an introvert, do you enjoy spending time alone more than spending time with large groups?		
Do you have a problem identifying or working with those of another nationality or color than you?		
Do you have any problems working with minorities or those who might have a different lifestyle than you?		
Do you have a problem working with those who might have a handicap?		
Would you consider yourself to be open minded and easy to get along with?		
Do you have any allergies?		If yes please explain
What annoys you		
What are your favorite foods?		What foods don't you like?
Are you willing to assist another person if possible?		
What means more to you? <input type="checkbox"/> Good times <input type="checkbox"/> Security	What means more to you? <input type="checkbox"/> Quiet times <input type="checkbox"/> Active times	Do you prefer? <input type="checkbox"/> 1 on 1 talks <input type="checkbox"/> Group conversations
How was your family atmosphere? <input type="checkbox"/> Poor <input type="checkbox"/> Good <input type="checkbox"/> Very good	Would you say your life has been <input type="checkbox"/> Very comfortable <input type="checkbox"/> Very stressful	Have you ever lived with members of the clergy (priests) before?
You will have a room with amenities, food, security, good spirituality, peace of mind, and much more. What does this mean to you?		
What is your favorite color?	What is your favorite number between 1 & 5?	What is your favorite number between 6 & 10?
Do you like competitive games for fun?	Do you enjoy playing games, e.g. Monopoly, Uno, dice?	What is your favorite game?

Please read and sign:

I have read the above rules and policies and understand them fully. I agree to observe them to the best of my ability at all times. I understand that should I break the above rules and policies habitually, or should I cause serious problems, I can be asked to leave the program.

Printed Name of Resident

Date

Signature of Resident

Signature of Witness

Printed name of Witness

OFFICE USE ONLY

INTERVIEW	Very Good	Good	Poor
Personality			
Appearance			
Cleanliness			
Attitude			
Language			
RA Material			
APPROVED	REASON	DENIED	REASON

Date to start

Date of RA Approval

Other Comments

Copy of Drivers License or State ID

Assignment Given

Authorized Agent Signature

Title

Date