

Dear Residents of Four North,

My name is Jack Swan and I will be the resident assistant on your floor. I am from Orland Park, Illinois. My major is communication studies and this will be my first semester as a resident assistant. I am excited to meet you and I know we will have a great semester.

The responsibilities of a resident assistant or RA are to provide answers to any kinds of question you may have. I plan to help build the community on the floor which means helping you feel at home on your floor. I will also aid in setting goals and anything else I can help with.

I do have a Facebook so please look me up. I want to set up a Facebook group for our floor. Just so I can send you information about floor meetings and events that are coming up. This group will also allow you to get a hold of me if you need anything or want to ask the floor about a certain event and don't want to wait for a floor meeting.

My EIU email address is [jrswan@eiu.edu](mailto:jrswan@eiu.edu) so feel free to email me before school starts and just a reminder move in day is Thursday, August 18<sup>th</sup>. Also, it would be a good idea to contact your roommate and discuss who is bringing what. Can't wait to meet you!