



STUDENT
AFFAIRS

Housing & Residence Life

Summer 2026 Event Housing Liaison Timeline and Checklist

The Office of Housing and Residence Life (HRL) is excited that you have an interest to work with us during the summer! The TCU HRL Event Housing program offers a student leadership experience for undergraduate students seeking to make a positive impact with campus guests and future students.

Below you will find more information related to the process, timeline, and checklist to guide you. We encourage you to read the information thoroughly and reach out if you have any specific questions. We wish you all the best, and we look forward to connecting with you through this selection process!

For the full position description visit the [HRL Work With Us](#) website.

How to Apply:

- **Complete the Online Application:** Complete the [Summer Employment Application](#) no later than **Monday, February 23, 2026, at 11:59 p.m.**
- **Invitation to Interview:** Successful candidates will be invited to a virtual 30-minute interview experience **Monday, March 2, 2026 – Thursday, March 5, 2026.**
 - Staff will check application materials, position requirements and your eligibility prior to sending information about interviews to candidates eligible to move forward to the next round.
 - Interview invitations will be sent after applications are closed and no later than Friday, February 27, 2026.
- **Notification:** All candidates will receive their decision letters no later than **Wednesday, March 11, 2026,** and must accept or decline their offer by **Friday, March 13, 2026, at 12:00 p.m. (CST) - NOON**
- **Preservice/Orientation:** All new summer staff must attend preservice/orientation held on **Friday, April 24, 2026,** from 3:00 pm to 5:00 pm (Invitation will be sent to those who are offered positions.)

Failure to complete any part of the application or selection process requirements will remove you as a candidate for consideration.

Questions about this process? Contact Lauren Carrizal at l.carrizal@tcu.edu