



Residence Life Coordinator

Department of Housing and Residence Life

Job Description

The Department of Housing and Residence Life is looking for candidates to join our team of educators in our mission to create a positive living and learning community with the best facilities, services, programs and customer service for our students. Our team strives daily to enhance student academic and personal development by fostering a sense of respect for self, others, and the community, placing an emphasis on diversity, encouraging personal and civic responsibility, while providing opportunities for leadership development.

Qualifications

A Master's degree from a regionally accredited college or university in a directly related area of specialization; or a Bachelor's degree from a regionally accredited college or university and two (2) years of experience directly related to the job functions

Preference will be given to candidates with Housing and Residence Life/supervision experience

Appropriate means of transportation for on-call to respond timely (buildings up to two [2] miles apart)

Preferred Qualifications

- < Experience supervising student staff
- < Experience in a Student Affairs or Residence Life office
- < Experience working in a student-centered environment
- < Experience advising student organizations
- < Experience working with a Residential Curriculum Model
- < Experience with crisis management, on-call responsibilities, emergency situations
- < Demonstrated leadership and effectiveness in promoting respect and appreciation for diversity
- < Experience in student conduct administration and policy enforcement
- < Experience working with diverse populations

Compensation

- < \$43,888
- < 1-2 bedroom furnished apartment with washer/dryer and dishwasher, paid utilities, basic cable, and internet
- < Reserved parking spot (taxable benefit)
- < Professional development funds
- < Excellent comprehensive state benefits package, including a tuition waiver for up to 6 credits per semester after 6 months of employment

Position Overview

The Residence Life Coordinator (RLC) is a full-time, 12-month, live-in professional staff member. RLCs work to foster an inclusive residential environment focused on our learning goals: Adulting and Life Skills, Campus and Community Connections, Health Relationships, Academic and Career Exploration, and Identity and Diversity Development. The RLC reports to an Assistant Director and is responsible for the overall management of a residential area of approximately 430-1000 residents, 7 - 20 Resident Assistants, and may supervise a graduate student Assistant Residence Life Coordinator (ARLC). RLCs assess, plan, i(d)6o5 Tdsi

person in this position must report to the University Police Department a crime or an incident that might be a