



POSITION ANNOUNCEMENT

POSITION AVAILABLE: RESIDENT DIRECTOR

The Office of University Housing and Dining Services at Eastern Illinois University, Charleston, Illinois, seeks a dynamic individual for the position of Resident Director.

This is a full time, 12 month, live-in position. The Resident Director's key responsibility is to provide an atmosphere where 400-600 students grow and develop to their highest potential. The Resident Director supervises and mentors a residential life staff consisting of 2 Associate Resident Directors, 1 full time Office Assistant, 8-17 Resident Assistants and Student Staff.

The Resident Director oversees the overall operation of his/her residence hall community. The Resident Director advises hall council, selects and trains staff, adjudicates judicial hearings, manages housing assignments, supports summer programs, and assists students with all aspects of ensuring proper community. Resident Directors are also required to chair a Residential Life Department Committee and are encouraged to actively participate in University Committees. Through effective management, administrative, and programmatic responsibilities, the Resident Director creates a community environment conducive to the academic success and personal growth of students consistent with the goals and objectives of the Office University Housing & Dining Services.

QUALIFICATIONS: Master's degree required with a degree in College Student Affairs, Higher Education Administration, or College Student Development preferred. Previous live-in graduate assistant experience in Residential Life is preferred.

STARTING DATE: July 1, 2009

SALARY RANGE: Starting salary of 28,500-\$29,500 per year; furnished apartment and meal plan; financial support for professional development; benefits package including medical and dental insurance, retirement plan, and tuition waiver for up to six credit hours per semester.

CLOSING DATE: Review of applications begins immediately and will continue until the position is filled. To receive full consideration, application materials **should be submitted by Friday, March 13, 2009**. Interviews may be conducted prior to this date but no hiring decision will be made prior to the deadline.

TO APPLY: Send letter of application, resume, official graduate transcripts, names, and contact information of 3 references as a Word document in an e mail to Joshua D. Lawrie, Area Director, at jdlawrie@eiu.edu. For more information see www.eiu.edu/~housing

AA/EOE: Eastern Illinois University is an equal opportunity, equal access, affirmative action employer committed to achieving a diverse community.