



## University of Wisconsin-Stevens Point

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**Position:** Residence Hall Director

**Position Description:** The primary responsibility is the coordination of an educational residential facility, housing approximately 250 students. This includes areas of academic, student, and community development programs, wellness programs, student activities, counseling, administration, and in-service staff education. In addition, professional development exists through the creation of a professional development plan that would contain a variety of experiences based on the interests and skills of the hall director.

**Department/ University Description:** Residential Living

**Qualifications:**

**Required:**

Master's degree in area of student personnel, education, counseling or related areas  
Demonstrated supervision skills  
Demonstrated initiative and experience in community development  
Demonstrated administrative skills including an ability to manage multiple priorities  
Demonstrated proficiency of communication skills, including verbal, written, and interpersonal

**Preferred:**

Demonstrated ability to advise student groups  
Demonstrated initiative and experience in academic support  
Previous residence hall or related experience  
Experience working with diverse groups of students  
Experience with the student conduct / judicial processes  
Knowledge of assessment principles within higher education  
Demonstrated experience working with crisis response  
Strong decision-making skills and the ability to work autonomously  
Ability to develop and nurture a positive community living environment in the residence halls

**Appointment Date:** August 1, 2014

**Terms of Employment:** 12-month contract\* with anticipated base salary for a master's degree of \$32,000 (plus extensive fringe benefits) and board plan for the academic year, plus a furnished apartment and furniture allowance. Additional salary is available for academic work beyond the master's level or for related experience. Residential Living employment will require a criminal background check be completed prior to hiring.

**Application Procedure:** Interested persons should submit a letter of application with a resume and names and contact information for three current references to the UWSP Equity and Affirmative website:

<http://www.uwsp.edu/equity/Pages/jobVacancies.aspx>

Questions regarding the position can be directed to Julie Zsido, Assistant Director of Residential Living, at 715-346-3511 or [jzsido@uwsp.edu](mailto:jzsido@uwsp.edu).

**Deadline:** The review of applications will begin February 1, 2014. Review of applications will continue until position(s) is filled.

***\*For first year of employment, this is an 11-month contract. Subsequent contracts will be 12 months.***

The University of Wisconsin - Stevens Point is an Affirmative Action/Equal Opportunity Employer. Women, minorities, Vietnam era veterans, disabled veterans, and individuals with disabilities are encouraged to apply.

Under a court approved settlement agreement and Wisconsin Statutes, we are required to provide a list of all nominees and applicants who have not requested in writing (addressed to the UWSP Equity & Affirmative Action Office) that their identity not be revealed. Persons agreeing to be final candidates will have their identity revealed as a final candidate.