



## POSITION OVERVIEW

RESIDENCE DIRECTOR

HOUSING & RESIDENTIAL LIFE

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Residence Directors (RD) provide critically important services to student living within our residential communities. The Residence Director position is a full-time, live-in role that has primary responsibility for managing the daily operations of one or more of our residence halls on campus. The successful RD at Texas State is responsible for building a strong community, supporting the staff that they supervise, and generating meaningful opportunities for students to become connected to campus through intentional interactions and connections.

### POSITION RESPONSIBILITIES

- **Building Management (25%)**
  - Serve as the primary point of contact for all departmental paperwork and processes for their assigned residential community.
  - Provide a quality in community experience by providing accurate information and fostering positive relationships with all constituents.
- **Supervision (25%)**
  - Provide day-to-day supervision and support of a staff of Resident Assistants and desk assistant within their assigned community.
- **Community Engagement (20%)**
  - Serve as the primary individual responsible for building a community designed to engage students in connecting with each other and to the larger institution with the goal of increasing student retention and sense of belonging at Texas State
- **Crisis Management and Student Support (20%)**
  - Actively engage with and seek to resolve issues for students of concern to ensure their support.
  - Serve as a member of the departmental on-call rotation.
- **Departmental Responsibilities (10%)**
  - Actively participate in departmental programs and projects designed to support the mission and goals of the department, division, and institution.

### OPPORTUNITIES FOR LEADERSHIP

#### Demonstrate Ownership and Quality in Managing a Residential Community

The primary responsibility of a Residence Director is to create and manage an exceptional community for the residents that they serve. An ideal candidate would be focused on building a community that allows students to experience mattering and belonging, is responsive to their needs as a student member of the community and is focused on always delivering a quality experience through building management. All with the goal of ensuring that students at Texas State find community and are retained to the institution.

### **Student Support and Development**

Strong Residence Directors will seek to be the primary source of support and development to the residents within their assigned community. Through high levels of visibility and a desire to interact with the students they work with an RD will seek to ensure the residents of their community are supported and successful at the institution.

### **Increase in Ownership of Community Development and Programmatic Implementation**

This individual will be responsible for developing initiatives and implementation of the model and its components as well as working to increase in community's staff knowledge, skills and ability to maximize the model to benefit the students within their own communities.

### **ATTRIBUTES OF THE SUCCESSFUL CANDIDATE**

- Dedicated housing professional, who is interested in advancing their career in the field of Housing & Residential Life and understands the demands and challenges of working in this area.
- Dedicated student affairs professional who is interested in developing strong communities, engaging in helping students find a sense of belonging on campus, and a desire to serve students with the goal of helping them achieve graduation.
- Desire to practice student focused work that puts the experience and interests of on-campus residents at the center of their decision-making processes.
- Developed experiences that include the development of staff, the ability to articulate clear expectations and provide timely feedback and the willingness to redirect behaviors, practices, or attitudes that are misaligned with departmental goals or that are inconsistent with the maintenance of a positive work environment.
- Demonstrated appreciation for the educational and social value of a diverse community and a commitment to building residential environments rooted in inclusivity.
- An understanding that the best practice is one that is most relevant to Texas State students at this moment in time—a reality that is ever-changing.

### **REQUIRED QUALIFICATIONS**

- Bachelor's degree.
- Post bachelor experience in Student Affairs.
- Served in a defined leadership role in one or more of the following: residence life, student activities and organizations, student government, or orientation and first year programs.

### **PREFERRED QUALIFICATIONS**

- Master's degree in student personnel or related field.
- Previous experience in building management.
- Previous experience in staff supervision.
- Previous experience in crisis management and/or emergency response.

- Previous experience with community engagement/development activities.
- Previous experience with student support or retention initiatives.

### **HOUSING AND RESIDENTIAL LIFE MISSION STATEMENT**

The Department of Housing and Residential Life (DHRL) provides welcoming inclusive living communities for our diverse student population that foster academic success, campus engagement, and personal development.

### **APPLICATION LINK**

<https://jobs.hr.txstate.edu/postings/37610>

### **CONTACT**

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