**Graduate Resident Director**

Marshall University’s Department of Housing and Residence Life seeks outgoing, energetic, and skilled applicants for a live in, 10-month graduate assistantship responsible for one or two of Marshall’s 10 residential buildings. Resident Directors are responsible for the daily administration of the residence hall. Resident Directors supervise six to twenty-two resident advisors and clerical staff.

**Major Responsibilities include but are not limited to:**
* Familiarizing oneself with the students in his/her residence hall and student learning, development, and academic success.
* Supervising and Mentoring Resident Advisor staff.
* Counseling and referring students to appropriate campus services.
* Supervising the social & educational programming efforts of Resident Advisors in his/her area and supporting these programs.
* Interpreting and enforcing university policies and procedures.
* Participating in Residence Director duty rotation throughout the year (including weekends and holidays).
* Available for opening and closing of residence halls at the start and end of each year and during breaks.
* Assisting with RA Training and RA selection.
* Enhancing communication between the Housing and Residence Life office and other campus offices.
* Assisting with the long range planning of the Department of Housing and Residence Life office.
* Participating in departmental committees and new initiatives.

**Requirements**
* Completion of Bachelor’s Degree
* One year experience in live in residential management or similar leadership position(s)
* Enrolled (or seeking admittance) in a Marshall University graduate program
* Maintaining a 3.0 GPA

**Compensation**
The position includes $9,500 yearly stipend, partial graduate tuition waiver, furnished on-campus apartment, all utilities, cable and internet, and a meal plan when dining halls are open. Tuition Waivers will be distributed as follows:

<table>
<thead>
<tr>
<th></th>
<th>WV Resident</th>
<th>Metro (neighboring counties)</th>
<th>Non-WV Resident</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>$2,298</td>
<td>$4,242</td>
<td>$6,458</td>
</tr>
<tr>
<td>Half-time</td>
<td>$1,150</td>
<td>$2,100</td>
<td>$3,225</td>
</tr>
</tbody>
</table>

**Application Information**
Cover letter, resume, and three letters of reference should be received by February 27, 2012. Applications received after this date will not be considered. Position will begin on August 1, 2012. Applications should be sent, emailed, or faxed to:

Sharon Booth  
Department of Housing and Residence Life  
Marshall University  
One John Marshall Drive  
Huntington, WV 25755

304-696-6161 (f)  
mann@marshall.edu

For all questions regarding application information, the RD position or the selection process, please contact:

Stephanie Hurley  
Coordinator, RD Selection  
Department of Housing and Residence Life  
Marshall University

(304) 696-3191  
Hurley16@marshall.edu