POSITION: The Department of University Housing at Southern Illinois University Carbondale announces an opening for the position of Assistant Hall Director. The Assistant Hall Director is a live-in assistantship open to full-time graduate students at Southern Illinois University. Southern Illinois University Carbondale houses 4,400 residents in traditional residence halls, residential towers and apartments. The starting date for the position is August 1, 2015. The position requires the interest in and commitment to working with full-time Residence Life professionals, paraprofessional staff and student residents in a collaborative effort to promote student growth, personal development, and academic success.

Assistant Hall Directors work in buildings with up to 32 Resident Assistants and as many as 800 students. The Assistant Hall Director reports to a full-time Masters-level Hall Director, and shares many responsibilities with the other graduate and professional staff in the building and area. The Assistant Hall Director is a member of a dynamic Residence Life team comprised of 10 Assistant Hall Directors, 11 Hall Directors, 3 Assistant Directors of Residence Life and a Senior Associate Director of Residence Life.

RESPONSIBILITIES:
- Participate in selection, hiring, training, and evaluation of Resident Assistants
- Serve in area duty rotations for up to 2,000 residents
- Provide crisis intervention and emergency response
- Recruit and interview candidates for all Residence Life positions
- Assist and promote Living Learning Communities (LLCs) and Faculty University Associate (FUA) programs
- Assist in student success initiatives (i.e. Saluki Cares, Saluki First Year, and Counseling Liaisons)
- Track RA community events and manage building funds
- Advise Area Council and manage programming budget
- Opportunities to collaborate with and serve on departmental and University committees
- Maintain the orderly administrative function of the area
- Complete duties as deemed important and necessary to the effective building of a residential community

UNIVERSITY HOUSING MISSION STATEMENT:
University Housing exists to provide a high-quality, affordable living/learning environment that contributes to personal development and academic success.

REQUIREMENTS:
All Graduate Assistants must be enrolled as full time graduate students at SIU Carbondale. Enrollment in Higher Education or a related graduate program is preferred. Offer of employment is contingent upon candidate being admitted to their respective graduate program by June 1, 2015. Continued employment is contingent upon maintenance of a 3.0 cumulative GPA each semester with no incomplete courses. This is a security-sensitive position. Before making an offer of employment, the University will conduct a pre-employment background investigation, which includes a criminal background check.

COMPENSATION:
$13,392 for a 9-month position ($1,488.00 per month before taxes for 9 months), plus over $12,000 in annual benefits including 100% tuition waiver (includes a nine-hour summer semester), year-round furnished apartment or private suite, all utilities (including cable and internet), and dining plan. Furnished housing is provided to spouses/domestic partners and children residing with the Assistant Hall Director.

Interested candidates should submit a letter of interest, current resume, and contact information for three current references. Email, fax, or mail completed application materials to the following:

Lindy Wagner, Assistant Director - Residence Life
Trueblood Hall, Room 105 - Mail Code 6726
Southern Illinois University Carbondale
1175 South Washington Street
Carbondale, Illinois 62901

Phone: 618.453.3318
Fax: 618.453.4200
Email: ResidenceLife@housing.siu.edu