

Residence Hall Director  
University at Buffalo, The State University of New York

Direct Link: <https://www.AcademicKeys.com/r?job=246186>

Downloaded On: Oct. 19, 2024 1:18pm

Posted Oct. 1, 2024, set to expire Aug. 4, 2025

<b>Job Title</b>	Residence Hall Director
<b>Department</b>	Res Life Admin
<b>Institution</b>	University at Buffalo, The State University of New York Buffalo, New York
<b>Date Posted</b>	Oct. 1, 2024
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Director/Manager
<b>Academic Field(s)</b>	Residential Life
<b>Job Website</b>	<a href="https://www.ubjobs.buffalo.edu/postings/53190">https://www.ubjobs.buffalo.edu/postings/53190</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

### Position Summary

[Campus Living](#) is accepting applications in an effort to fill a Residence Hall Director position.

As Residence Hall Director, you are responsible for the residential life functions in one or more residence halls, housing 500-600 students. Through supervision of a Graduate Assistant (Assistant Hall Director) and approximately 16-24 paraprofessional staff members, the RHD fosters a clean, safe, positive and inclusive community environment that encourages students to develop their fullest potential. This position includes educational, supervisory and administrative functions that promote student engagement, academic success, personal development and a strong sense of community through the implementation of the residential curriculum.

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This is a 12-month, live-in position. Your duties may include:

- Student and professional staff supervision
- Programming
- Residential curriculum
- Crisis intervention
- Student conduct
- Maintenance and facilities management
- Housing operations/services
- Counseling, helping and conflict management
- Administrative time management

Campus Living, a unit within the Division of Student Life, serves to provide the best residential living experience for students at the University at Buffalo. We support the University's mission by providing residential environments that assist students in being academically and personally successful.

### **Outstanding Benefits Package**

Working at UB comes with benefits that exceed salary alone. There are personal rewards including comprehensive health and retirement plan options. We also focus on creating and sustaining a healthy mix of work, personal and academic pursuit – all in an effort to support your work-life effectiveness. We support your growth and development through our career coaching and training department and we qualify as a public service loan forgiveness organization. Learn more about our [benefit packages](#).

### **About The University at Buffalo**

The University at Buffalo (UB) #ubuffalo is one of America's leading public research universities and a flagship of the State University of New York system, recognized for our excellence and our impact. UB is a premier, research-intensive public university dedicated to academic excellence. Our research, creative activity and people positively impact the world. Like the city we call home, UB is distinguished by a culture of resilient optimism, resourceful thinking and pragmatic dreaming that enables us to reach others every day. Visit our website to learn more about the [University at Buffalo](#).

University at Buffalo is an affirmative action/equal opportunity employer and, in keeping with our commitment, welcomes all to apply including veterans and individuals with disabilities.

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### **Minimum Qualifications**

- Bachelor's degree with one year of experience in college student supervision, judicial affairs, orientation or student activities.
- Excellent administrative and communication skills are required.
- Based on the need to respond to crisis situations and serve on a duty rotation, travel within the campus, between campuses and off the campus is required. Candidates will need to demonstrate their ability to meet the transportation needs of the position.

### **Preferred Qualifications**

- Master's degree in Student Personnel, Counseling, Education or related field with one to three years of post-bachelor's degree experience in residence hall or university apartment experience is preferred.
- Due to the transportation needs of the position, a valid license to operate a motor vehicle in NYS is preferred.

### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### **Contact**