

AREA COORDINATOR

Office of Residence Life Fairfield University



Fairfield University is a Jesuit institution located on the scenic southwestern Connecticut coastline approximately one hour from New York City. Approximately 5,000 undergraduate and graduate students from 34 states and 45 countries are enrolled at the University's six schools. The University was founded in 1942 and is focused on leadership, service, and educational excellence. The University's 220-acre campus serves 2700 residential students.

Department:

At Fairfield University, education within the residence halls, townhouses and apartments occurs in the context of the Jesuit philosophy which recognizes the vital need to develop the whole person. While it is the goal to provide a safe, comfortable and efficiently run residence system, our primary efforts will be directed to the well-being of the student.

Fairfield University is committed to providing residential communities that effectively integrate classroom learning experiences and personal reflection into the residential environment. Some of the living learning housing options include: Women in Math and Science, The Sophomore Ignatian Residential College, and the Healthy Living Community.

The residence hall program is built on the premise that individual growth flourishes in an environment of shared responsibility and mutual respect. As a requisite, a skilled and caring staff of Jesuits, Area Coordinators, Senior Resident Assistants, Resident Assistants, Townhouse and Apartment Managers and others is provided to aid in this development.

On campus housing is required for all undergraduate students not commuting from a permanent residence within a 30 mile radius. Students may apply to live off campus senior year. Students are housed by class year in: 6 traditional residence halls, 2 suite style residence halls, 1 apartment building, and 1 townhouse complex.

Position:

We are currently searching for candidates who are self-motivated, energetic, and enthusiastic. The Area Coordinator is a vital member of the full-time professional staff within the Office of Residence Life. The Area Coordinator will manage a residential community housing 300 – 400 residents and will supervise a staff of 8-10 resident assistants. General responsibilities include: staff development, resident outreach, building operations, creative hall programming, policy enforcement, faculty involvement, living-learning community support, hall government advising, central office functions, summer conference supervision, problem solving and crisis management. The Area Coordinator is a twelve-month, live in position, which begins July 1, 2008.

Qualifications:

Master's degree and previous residence life experience or other related experience are required. Particular emphasis will be placed on candidates who have experience with, and demonstrated ability to facilitate, effective living and learning environments within residential communities.

Remuneration:

The compensation package includes a furnished apartment, meal plan, local phone, cable, utilities, Ethernet, retirement with matching (TIAA/CREF), comprehensive medical plan, & tuition remission. Salary is highly competitive.

To Apply:

Applicants should submit a letter of interest, resume and contact information for three references to Jason Downer, Associate Director of Residence Life, Fairfield University, 1073 North Benson Road, Fairfield, CT 06824.