

**Santa Clara University
Office of Residence Life
Resident Director Position Announcement**

Overview:

Santa Clara University, a comprehensive Jesuit, Catholic university located in California's Silicon Valley, offers its 8,213 students rigorous undergraduate curricula in arts and sciences, business, and engineering, plus master's and law degrees. Distinguished nationally by the third-highest graduation rate among all U.S. masters' universities, California's oldest higher-education institution demonstrates faith-inspired values of ethics and social justice. Residence Life is a highly professional and collaborative department focused on serving our 2400 undergraduate residents by creating dynamic, learning-centered communities. SCU is an Equal Opportunity/Affirmative Action employer, committed to excellence through diversity, and, in this spirit, particularly welcomes applications from women, persons of color, and members of historically underrepresented groups. SCU provides reasonable accommodations to qualified individuals with a disability.

Position:

Santa Clara's Residential Learning Community program is designed to help students connect with their peers, with faculty in and outside of class, with the University Core Curriculum as a coherent whole, with student programs and organizations, and with the University community at large. The Resident Director works collaboratively with a Leadership Team consisting of Faculty, Resident Ministers, and student leaders to facilitate the development of a four-year RLC. The RD works to communicate, administer and evaluate policies related to student life within the University and RLCs. Additionally, they serve in a collaborative role with other Housing and Residence Life staff in overall program development. The RD is responsible for directly supervising 6-10 para-professional student staff members, indirectly supervising 10-15 additional student desk receptionists, and advising at least one group of residential student leaders. Position requires a full-time, 12 month, live-in commitment and is available beginning July 2008.

Qualifications:

A master's degree is required and 2 years residential experience is preferred. Knowledge of housing and residence life programs is essential. Candidates must have a comprehension of the Jesuit mission of the University and major developmental issues of students at a highly selective, multicultural, residential university. Must be able to solve difficult problems and make well-reasoned and principled decisions on a variety of issues and situations. Strong organizational and supervisory skills, effective communication skills, conflict resolution skills, and solid mentoring and training experience are desirable. The position requires the capacity to work in a 24-hour/7 day environment with the ability to quickly respond to situations and individuals. The successful candidate will demonstrate a high tolerance for ambiguity and a commitment to extensive consultation in order to build consensus and to earn support.

Salary and Benefits:

Salary is commensurate with qualifications and begins at \$45,000 annually and includes university benefits. Semi-furnished apartment and a meal plan are included at no cost. Employer will assist with relocation costs.

Application:

Review of applications will begin immediately and will continue until the position(s) is filled. A resume, including the names and contact information for at least three professional references, with an accompanying cover letter may be submitted by e-mail attachment to ResidenceLife@scu.edu or by FAX to 408-554-4707. If you are unable to submit materials electronically, please send materials to: Office of Residence Life; Resident Director Search Committee; 500 El Camino Real; Santa Clara University; Santa Clara, CA 95053-1012. Candidates with questions or inquiries are free to contact us at ResidenceLife@scu.edu.