

Mesa State College
ANNOUNCEMENT OF POSITION VACANCY
Head of Residence Hall: Multiple Positions

RESPONSIBILITIES: This is a 12-month, professional, live in/live on position reporting to the Assistant Director of Housing and Residence Life. The Head of Residence Hall participates as a member of the Residence Life Staff, creates opportunities for student development through programs and individual student interactions, and demonstrates a strong student focus with evening and weekend commitments. This position is responsible for the organization and leadership of the student development programs, supervision of student staff, and management of administrative operations of an undergraduate residence hall(s) from 200-400 students. Other relevant duties as assigned, including Summer Conference Coordinator, Residence Hall Association Advisor or Housing Academic Coordinator.

EDUCATION & EXPERIENCE: Bachelor's Degree required in Student Personnel Services or related field, OR a Bachelor's Degree in a non-related area with at least two years of progressively responsible experience in residence life (preferably a student hall director or full-time hall director). Must have lived in campus housing.

TYPE OF APPOINTMENT: Full-time administrative position to begin July 1, 2010, with the exception of the individual assigned as Summer Conference Coordinator which starts June 10, 2010.

SALARY: Commensurate with education and experience. Furnished one or two bedroom apartment, partial meal plan, utilities included. Excellent health and retirements benefit package.

APPLICATION: Submit a letter of interest, unofficial transcripts, voluntary affirmative action form (available at <http://www.mesastate.edu/hr/documents/Form-Affirmativeaction.pdf>), and a current resume with the names, phone numbers and e-mail addresses of three professional references to:

Head of Residence Hall Search Committee
Human Resources, LHH 237
Mesa State College
1100 North Avenue
Grand Junction, Colorado 81501-3122
Phone: 970 248-1820; Fax: 970 248-1061

APPLICATION DEADLINE: Open until filled. Mesa State will be available at the Oshkosh Placement Exchange February 25 – February 28 (<https://theope.org/>) to take complete applications, as noted above, and interview candidates. To ensure consideration, complete applications must be received by 5:00 p.m. March 2, 2010. Applicants unable to attend the Placement Exchange should mail applications to Mesa State College.

Mesa State College is committed to providing a safe and productive learning and living community. To achieve that goal, we conduct background investigations for all final applicants being considered for employment. Background investigations include reference checks, a criminal history record check, and when appropriate, a financial and/or motor vehicle history. Mesa State College is an Affirmative Action/Equal Opportunity Employer, committed to a culturally diverse faculty, staff and student body.