

PLEASE POST

May 2011

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RESIDENCE LIFE COMMUNITY LEADER MALE RESIDENCE HALL (FRAZER)

The Mississippi School for Mathematics and Science is a public, residential high school for academically able eleventh and twelfth grade students located on the campus of the Mississippi University for Women.

This is a full-time, live-in position. The main responsibility of the Residence Life Community Leader is to develop a residential environment that is safe and conducive to learning. Community Leaders serve as floor/area leaders and mentors for approximately 30-42 residents. The position requires a candidate who will develop and implement programs, counsel with students, and discipline residents as needed. This position reports to the Hall Director of the building.

Responsibilities include, but are not limited to:

1. Responsible for directing, guiding, and supervising students in an assigned living area to ensure personal safety and development of learners.
2. Upholding standards of student conduct and enforcing the MSMS discipline policy.
3. Planning and implementing holistic programming for the overall development and enhancement of the student population.
4. Transporting students to activities and medical appointments.
5. Participating in regular staff meetings and communicating needed information to all necessary constituents.
6. Participating in staff duty rotation as assigned, carrying out assigned duties, and performing other duties as required.

MINIMUM REQUIREMENTS

1. Bachelor's degree. Degrees in Student Personnel, Counseling, Education, Psychology, or related fields are preferred. Experience in residence life or residence hall associations (IRCH/RHA) will be considered if degree is in an unrelated area.
2. Holds or willing to acquire a valid Mississippi Commercial Driver's License.
3. The successful candidate will exhibit maturity and have a proven record of exhibiting effective communication and human relations skills.

TERMS OF EMPLOYMENT

1. Employment begins July 27, 2011.
2. Salary is based upon the established position scale.
3. This is a 10 month position with possible summer option dependent upon funding for summer programming.
4. Benefits include housing and meals, all utilities, cable TV, local phone service, internet connection and full state employee benefits.

Applications will be accepted until all positions are filled. All applications will be acknowledged but only selected candidates will be interviewed. Interested applications should submit via e-mail or regular mail a letter of application, resume, and the names, addresses, and telephone numbers of 3 professional references to:

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