

# Agnew Hall



FORT HAYS STATE  
UNIVERSITY



## RESIDENTIAL LIFE FORT HAYS STATE UNIVERSITY

### POSITION DESCRIPTION | DIRECTOR OF AGNEW RESIDENCE HALL

#### **GENERAL INFORMATION / DEPARTMENTAL MISSION**

Fort Hays State University is a thriving liberal and applied arts, state-assisted institution with an enrollment of about 8,000 students. It offers bachelor's and master's degrees in many fields and provides a wide variety of cultural and intellectual resources, not only for its faculty, staff and students but for the western Kansas region and beyond. Fort Hays State occupies the southwest corner of Hays, KS, a city of about 20,000 people located halfway between Kansas City and Denver on Interstate 70. The city and its people make their livings from across a wide spectrum of industries - agriculture, education, light manufacturing, medical care, oil, retail and technology.

Residential Life provides an excellent living/learning environment which encourages participants to value learning, respect diversity, promote civic engagement, and foster community while supporting the FHSU commitment to affordable success through effective financial stewardship.

#### **POSITION DESCRIPTION**

Half-time Graduate assistant position reporting to Director of Residential Life. Responsible for the administrative management and programming functions of a University Residence Hall serving 120 - 140 undergraduate and graduate students in a coed environment.

Fosters living/learning communities conducive to the personal growth and academic success of the residential student. Responsibilities include: selection and direction of 4-10 student resident assistant staff members and a desk staff; educational and social programming in connection with the Hall government; advising and counseling residents; administrative tasks regarding the management of the facility and on-call duty and crisis management.

Opportunity exists for collaboration with other Departments of the Division of Student Affairs.

This is a ten month (August 1 through May 31) graduate student position. Opportunity may exist for employment during June and July in Residential Life or Student Affairs.

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## **QUALIFICATIONS**

This is a graduate student position. Must be enrolled as a full-time student of Fort Hays State University, taking no more than 9 hours of class work per semester. Residence hall living experience and residence hall staff experience preferred. Bachelor's degree in counseling, sociology or related field and graduate hours in student personnel, counseling, sociology, or related field preferred.

The successful candidate will have consented to and successfully completed a criminal background check.

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## **REMUNERATION**

Starting salary of \$13,000 for a ten month contract (August 1 through May 31). Furnished apartment and full meal plan provided. Meals may be purchased for family members at a reduced cost. Professional development opportunities through paid conference participation and expense support.

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## **TO APPLY**

Submit a letter of application and resume to Director of Residential Life, Agnew Hall, Room 114, Hays, KS 67601. E-mail: srl@fhsu.edu. Applications accepted and reviewed until position is filled. The successful candidate will have consented to and successfully completed a criminal background check.

### **Resume review will begin February 10, 2009.**

After all applications are reviewed, you will be notified if you have been selected for an interview. Should you make it to this stage, interviews will be set up on an individual basis. Position appointment begins August 1, 2009.

### ***Notice of Non-discrimination***

*Fort Hays State University does not discriminate on the basis of sex, race, religion, national origin, age, disability, Vietnam veteran status or special disabled veteran status in its programs and activities. The director of affirmative action, coordinator of the Title IX, Title VI Section 504 and ADA regulations, may be contacted at 600 Park Street, Hays, KS 67601-4099, (785) 628-4033.*

*Revised 11/07/08*