

Kingswood University
Sussex, NB, Canada

- Position Title:** Resident Director for Campus Life
- Classification:** Full-Time, 12 months, starting April 15, 2024
- Responsible to:** Vice President for Campus Life at Kingswood University
- Purpose:** The Resident Director for Campus Life contributes to the overall benefit of campus life at Kingswood University.
- Goal:** To support the ongoing transformation in students' lives of Christian character, personal discipline, and spiritual leadership and to employ effective strategies for welcoming and settling international students. By meeting current students' needs, this staff person will assist in achieving retention targets. Developing and maintaining a high level of morale among students and staff in the university community is an important ingredient in achieving this goal.

Responsibilities:

This position requires residency on campus, as provided by the university, for residence life supervision.

- Work as teammate with another Resident Director supervising student Resident Assistants and working with Chaplains.
- Model effective leadership and life skills through a growing relationship with Jesus Christ.
- Help plan and lead student orientation events, helping students adjust to life in Sussex/Canada.
- Assist students in learning about the Kingswood University campus and community.
- Work with students in a mentoring capacity, assisting them in Christian character development.
- Provide pastoral care, counseling, and discipline, requiring students' compliance with the campus code of conduct.
- Specifically point students toward Kingswood's mental health support.
- Plan and lead student life activities, on and off campus.
- Oversee a recreation program for students working creatively with the resources available.
- Be a van driver for airport shuttles and organized Kingswood student and staff events.
- Serve conference and guest functions assisting with set-up, service, and clean-up, as needed.
- Timely completion of meeting minutes and incident reports.
- Regular checking and reporting on residence maintenance, cleanliness and safety issues.
- Maintain a healthy level of ownership and pride in the presentation of the campus and quality of its services.
- Assist the Director of Community care with emergent international student needs related to basic living issues and settlement issues.

- Support Graduate Student Society (GSS) activities and events aimed at celebrating cultures.
- Work flexible hours for emergencies, evening, weekend and holiday supervision and activities.
- Involvement in student organizations, staff committees, and ministry leadership as assigned and appropriate. An overall interest and involvement in campus life.
- View this position as a ministry, including mentoring students in their Christian walk as opportunities arise in the fulfillment of your responsibilities.
- Participate in University events, including regular chapel attendance.
- Perform other duties as assigned by the VP for Campus Life to accomplish the University mission.

Qualifications:

- Kingswood University degree will be considered an asset.
- International Studies or experience in cross-cultural work or ministry will be considered an asset.
- At least two (2) years of experience in a ministry or counseling position.
- Understanding of and ability to communicate Christian values and beliefs to students.
- Excellent interpersonal, organizational and management skills.
- Strong communication skills (written and verbal).
- Demonstrated problem-solving skills.
- Proven ability to work well with people of various ethnic backgrounds.
- Has or is willing to obtain a class 4 drivers licence, or its equivalent for driving university vans.
- Experience with A/V set-ups and oversight, or willingness to learn and lead in this area, will be considered an asset.
- Well organized and able to manage multiple projects at once.
- Adherence to confidentiality and privacy rules.
- Ability to work independently and as part of a team.

Values:

- Godly, spiritually mature, fully devoted to Christ and the Church.
- Genuine and evident love for other persons demonstrated by consistent spirit of kindness, compassion, and respect for all other persons, including maintaining a non-intimidating harassment-free work environment.
- Integrity and moral excellence, living above reproach.
- Code of personal conduct consistent with membership commitments for leaders of the Wesleyan Church.
- Commitment to enthusiastically assist in the fulfillment of Kingswood University's mission.
- Commitment to exemplify Kingswood University's core values, including total ownership, prioritizing students, collaborative synergy, growth mindset, enthusiastic engagement, uncompromising integrity, and innovative flexibility.

General University Information:

Kingswood University is owned and operated by The Wesleyan Church. Our mission is to serve Jesus Christ by strengthening the local and global church through forming Christ-like servant leaders in a community that creatively blends academic excellence and practical ministry experience with intentional spiritual formation.

Direct resumes to:

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