

Job Description

Kingswood University

Position Title: Women's Resident Director

Classification: Half-time, permanent (9 months annually, August 15 to May 14)

Responsible To: Vice President for Campus Life

Salary: Twelve months housing on campus, including utilities, and \$6,000 salary.

Starting Date: August 15, 2023

Purpose: The goal for student development on campus is to support ongoing transformation in students' lives of Christian character, personal discipline, and spiritual leadership. Developing and maintaining a high level of morale among students and staff in the university community is an important ingredient in achieving this goal. This position requires residency on campus, as provided by the university, for residence life supervision. The Women's Resident Director will assist in the total development of student life on campus, especially as it relates to female students.

Responsibilities:

- Supervision of a female Resident Assistant staff for assigned residence facilities.
- Modeling effective leadership and life skills through a growing relationship with Jesus Christ.
- Working closely with students in a mentoring capacity, assisting them in their Christian character development.
- Providing pastoral care, counseling, and discipline, requiring students' compliance with the campus code of conduct.
- Timely completion of meeting minutes, incident reports, strategic goals and outcomes reporting.
- Planning residence life activities.
- Regularly checking and reporting on residence maintenance and cleanliness issues.
- Involvement in student organizations, athletics or ministry leadership as assigned and appropriate. An overall interest and involvement in campus life.
- View position as a ministry, including attending weekly chapel services and spiritual emphasis meetings.
- Other duties as assigned by the Vice President for Campus Life.

Qualifications:

- Positive personal characteristics of attitude, flexibility, initiative, persistence, professional presentation, and team spirit.
- Demonstrated leadership giftedness in problem solving, communication skills, listening, and relating.

- Ability to communicate and relate well with students, especially related to teaching life skills, mentoring, and coaching.
- An ability to initiate and develop programs related to student life.
- Training and experience in pastoral ministry and/or counseling preferred.

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.
- Integrity and moral excellence, with life above reproach.
- Code of personal conduct consistent with membership commitments for leaders of The Wesleyan Church.
- Commitment to enthusiastically assist in fulfillment of Kingswood University's mission.
- Commitment to exemplify Kingswood University's core values, including total ownership, prioritize students, collaborative synergy, growth mindset, enthusiastic engagement, uncompromising integrity, and innovative flexibility.

General University Information:

Kingswood University is owned by The Wesleyan Church. The mission of Kingswood 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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