



Graduate Assistant for Leadership/Graduate Community Director

CLASSIFICATION: Graduate Assistant (Student)

The University of Mississippi Department of Student Housing accommodates approximately 5,400 students in 17 residential communities located in traditional and contemporary (suite-style), residential college, and apartment facilities.

POSITION SUMMARY: As a member of the Residential Learning team who strives to fulfill the Student Housing passion statement by assisting in the preparation of our students to be independent and contributing global citizens, the Functional Area Graduate Assistants are graduate level positions responsible for providing support, leadership, and general oversight to one of four functional administrative roles of departmental activity. Four of these administrative functions currently available include: Desk Operations, Student Leadership, Conduct, and Restorative Justice. These positions also serve as a Graduate Community Director of one of our residence halls. The Graduate Community Director position is responsible for the day-to-day oversight and management of one of our residential communities. The position is responsible for the direct supervision of a staff of Community Assistants (CAs) and for supporting the development of students to become engaged scholars and responsible citizens. The position actively supports the department mission and educational priority to provide environments that are secure, supportive, comfortable, and designed to contribute to the personal and academic growth of each residential student. This is accomplished through successful completion of general responsibilities of the position outlined below. These combined Functional and GCD positions are contingent on the enrollment and occupancy trends of the upcoming year and may be subject to change to either a Functional or a GCD position.

QUALIFICATIONS:

1. Acceptance as a full-time graduate student in one of the University's academic programs (Higher Education/Student Personnel program preferred; GRE required)
2. Residence hall and/or undergraduate leadership experience

GENERAL RESPONSIBILITIES OF STUDENT LEADERSHIP/GCD:

1. GA for Student Leadership: The primary function of this position is to assist the department in the area of Leadership Development among student leaders serving voluntarily in leadership roles within the residential environment. Performance of the tasks relating to position will usually occur outside of normal business hours, with some normal business hour functional tasks.

- Advise Residential Housing Association (RHA), National Residence Hall Honorary (NRHH), and the University of Mississippi Community Assistant Association (UMCAA)
 - o Maintain organization and stock supplies for the Student Housing Resource Center (UMCAA)
- Assist in coordinating budgets for RHA, NRHH, and UMCAA
- Serve as a resource for Community Council advisors
- Serve on assigned departmental committees and taskforces
- Travel to various Student Leadership conferences (SAACURH Regional Leadership Conference, SAACURH Regional Business Conference, NACURH)
- Serve as a housing and University-level hearing officer for lower level conduct
- Serve in residence hall on call/duty rotation with an assigned area of the department

2. Graduate Community Director:

- Live in and provide leadership for a University residential community
- Maintain a highly visible presence and be available to students in a residential environment
- Actively assist students in becoming engaged scholars and responsible citizens through the implementation of the Community Learning Plan specifically developed for each residential community
- Supervise a student staff team of 3-12 Community Assistants
- Assist in the facilitation of selection and training of CAs
- Provide direct supervision and oversight for a 24 hour community desk operation
- Serve as a housing and University-level hearing officer for lower level conduct
- Utilize Restorative Justice principles and techniques in support of the development of students in becoming independent and contributing global citizens in alignment with the UM Creed
- Encourage an environment that supports the respect for dignity of all individuals
- Engage in quality administrative practices to support departmental functions
- Serve in an on-call duty rotation and effectively assist in management of crisis situations per established protocols
- Serve as a primary advisor for a community council and other building groups
- Serve on departmental committees and taskforces
- Manage the Community Learning Plan budget and advise the Community Council budget

BENEFITS:

1. Tuition waiver, in- and out-of-state, up to 21 hours per calendar year
2. Approximately \$1,186 per month stipend (ten-month agreement)
3. Health insurance through graduate school (optional, paid for by student)
4. Professional development funds and travel opportunities
5. Furnished on campus accommodations provided
6. Potential option for summer employment

SUPERVISOR: Community Coordinator or other professional team member

APPLY:

1. Application of Interest may be made online at <https://studenthousing.olemiss.edu/graduate-student-positions/>. Application materials will include: Statement of Interest/Intent and appropriate contact information for three (3) references, current resume.
2. Applicants to the Higher Education/Student Personnel Graduate Program are preferred and strongly encouraged to review materials at http://education.olemiss.edu/academics/programs/higher_ed_ma.html. Students may apply through the University of Mississippi Graduate School at <https://www.olemiss.edu/gradschool/>. ***Admittance to a Master degree program is required prior to an on-campus interview for this position. The GRE is a requirement for admission.***

Applicants must be able to pass a criminal background check and be able to attend and participate in Fall Graduate Training (scheduled currently to begin on or about July 14, 2019)

Sometimes, a video or two does a better job of telling the story of a great American public university and the city in which it is located. Take a few minutes to watch and listen about a great place to be for your graduate career!

University of Mississippi

When it chartered the University of Mississippi in 1844, the Mississippi Legislature laid the foundation for public higher education in the state. The University opened its doors to 80 students. Over 150 years later, the University of Mississippi is alive with a history of achievement that chronicles the development of the state and its people. Known affectionately as Ole Miss, the University has grown to a doctoral degree-granting University with 15 academic divisions and 21,500 students located in Oxford, Mississippi.

UM Video 1: <https://www.youtube.com/watch?v=OgjHZseaA2s>
UM Video 2: <https://www.youtube.com/watch?v=Tt2KE-KDiwo>
UM Video 3: <https://www.youtube.com/watch?v=5vBCCQyF-lQ>
UM Video 4: <https://www.youtube.com/watch?v=bQZUq-d9auU>

For more information on the University of Mississippi, visit <http://www.olemiss.edu>.

For more information on the University of Mississippi Department of Student Housing, visit <https://studenthousing.olemiss.edu>.

Oxford, Mississippi

The University of Mississippi is located in Oxford, Mississippi (Lafayette County), about 90 miles southeast of downtown Memphis, Tennessee. Oxford Video: <https://www.youtube.com/watch?v=chOvjAJVUY>

For more information, visit these websites:
<http://www.oxfordms.net/>

<http://oxfordms.com/>

<http://visitoxfordms.com>