



Position Announcement

Hall Director - (Multiple Positions)

University Housing

The Department of University Housing within the Division of Student Life invites applications for the position of Hall Director. The Hall Director position is a member of the residence life team and provides direction and oversight for the residential community in their building(s).

Our mission is to foster positive, student-centered residential communities supporting the academic mission of the university. We provide a defining experience for students through programs and amenities that facilitate individual learning and development. University Housing's value and services enhance the overall university student experience.

The Position: The Hall Director is an entry-level, exempt, full-time, 12-month, live-in position with the Department of University Housing.

Responsibilities:

- Responsible for developing and administering a comprehensive residence life program focused on community development and student contact in residence halls housing between 517 and 1,084 predominately undergraduate students.
- Serve as the catalyst for student contact and development in the community and are designated as front-line staff members for staff supervision and development, student discipline, program development, on-call crisis protocol, and facility management.
- Provide support to students experiencing academic challenges, mental health concerns, roommate conflicts, and personal concerns.
- Responsible for the selection, training, evaluation, and development of Graduate Assistant(s), Resident Assistants, and Office Assistants.
- Foster residence hall community through direct contact with residents through routine daily interactions is expected.
- Instruct a section of the Resident Assistant Training Course each spring semester as a part of the RA Selection process.
- Serve on the Area Coverage rotation for an area of campus.
- Maintain a strong relationship with administrative services, housing services, and finance units within University Housing.

The University and Region: [UTK](#) is the state's flagship, land-grant university. We are a Research 1 university, housing 11 colleges and 900+ programs of study. With an enrollment of 30,000 students, our undergraduate and graduate programs are repeatedly ranked among top national programs. The city of Knoxville is a hidden gem with a beautiful and walkable downtown, a diverse music scene, active neighborhoods, unique restaurants, and a robust offering of outdoor and cultural activities. UTK is located within easy driving distance to Asheville, Nashville, Atlanta, and the Great Smoky Mountains; and a day's drive to Memphis, Chicago and Washington D.C. Knoxville and the surrounding counties have a statistical area population of over 850,000 people. The Knoxville region houses many leading corporations, including Bush Brothers & Company, Discovery Inc., Tennessee Valley Authority, and Oak Ridge National Laboratory.

What We Require

Education: A Bachelor's degree is required at the time of application.

What We Prefer:

Education: A Master's Degree in College Student Personnel, Higher Education Administration, Student Development or related field is preferred.

Experience:

- Qualified candidates will have experience in residence life, community development and staff supervision, as well as leadership and effectiveness in promoting respect and appreciation for diversity among students and staff.
- Experience in supervision and advising student groups.
- Commitment to diversity and inclusion
- Skills in technology including social media

Salary: The salary for this position is commensurate with experience and other qualifications and is accompanied by a standard university benefits package. This is an exempt, 12-month, full-time, non-tenure track staff position. Hall Directors receive a furnished apartment at no cost including utilities and a meal plan.

Application Process: Please complete the online application for full consideration. Applicants should include a cover letter, resume, and a list of at least three references (with current email address and phone number/s) in the application file. This Hall Director position will have a tentative start date of July 2024. If mid-semester spring vacancies arise, candidates in this pool may be contacted and offered an interview. The hiring committee will plan to review candidates in February for the tentative July start date, or as needed due to vacancies. For questions, please contact Steve Syoen at resliferecruitment@utk.edu.

