



## Resident Director

**Title of Position:** Resident Director, Full-time

**Bargaining Unit/Salary Range:** MEA Administrators; Level I; \$35,410.46 – \$38,693.97

**Responsibilities:** The Resident Director (RD) serves as a **primary live-in administrator** of a residence hall. He/she shall focus on providing a clean, safe and secure environment. The RD will work with resident assistants and other student leaders to develop a campus community promoting holistic wellness (including civic engagement, student development, fitness and well-being).

- Assist with Resident Assistant and Student Leadership training
- Plan and conduct weekly staff meetings
- Provide on-going supervision, support and evaluation to the RA staff and student leaders
- Plan and implement social, educational and wellness programs
- Communicate, interpret and enforce College and residence hall policies and procedures
- Address disciplinary issues while empowering students to take responsibility for their actions and decisions
- Work cooperatively with Safety & Security, Facilities Maintenance and other college departments in response to day-to-day functions

**Minimum Qualifications:** Bachelor's Degree and experience with residential living. Ability to communicate effectively with all types of people. Microsoft Office proficient.

**Benefits:** Employer paid health, dental and life insurance for employee, option of Maine State Retirement or TIAA-CREF, and sick time.

**Application Procedure/Deadline:** Email cover letter, CV, transcripts, and contact information for three professional references to [resumes@emcc.edu](mailto:resumes@emcc.edu). Review of application materials will begin immediately and continue until the position is filled.

**Note:** Eastern Maine Community College requires proof of COVID-19 vaccination upon hire or participation in regular testing in lieu of proof of vaccination.

**Institutional Summary:** Eastern Maine Community College offers over 30 one- and two-year program options, as well as short term and specialized training and retraining courses for business, industry, and community. We award associate in applied science, associate in science, and associate in arts degrees; certificates; diplomas; and documents of completion for customized, short-term programs and courses. The 72-acre campus is located in Bangor just a short drive from Maine's scenic coast and mountains.

EMCC is dedicated to providing all students with a well-balanced education focused on problem solving, decision-making, communications, social understanding, computer applications, mathematics, and science. Our technology programs include concentrated studies in both technical theory and application in the area of specialization, and all of our programs provide liberal arts courses to form the foundation for lifelong learning. Our programs and student support services are designed to develop leadership skills, personal responsibility, teamwork, and appreciation of the complex world around us.

**Eastern Maine Community College is an equal opportunity/affirmative action institution and employer. For more information about this commitment, please call the Affirmative Action Officer at (207) 974-4633**