



FISHER COLLEGE

Resident Director/ Student Activities Coordinator

Fisher College seeks an energetic, motivated, and creative individual for the position of Resident Director/ Student Activities Coordinator. The individual will work in a team environment and report to both the Dean of Students and the Director of Housing and Residential Life. Time each week will be split between the two positions.

In general, this position will be expected to perform the duties of a Resident Director, including but not limited to: Supervising and training resident assistants; building residence hall community through coordinating hall programming activities; handling routine student conduct matters; advising, counseling, and referring students for assistance; sharing on-call responsibilities; and other duties as assigned by the Director of Housing and Residential Life.

As a dual position, this position will also perform the duties of the Student Activities Coordinator, including but not limited to: assisting with the daily operations of the Student Center and the Falcon Shop; event planning; event publicity; advising student clubs; assisting club and organization advisors with planning and implementing activities; and other duties as assigned.

Qualifications: A Bachelor's degree is required but a Master's degree is preferred. Applicants should be self-starters, organized, and creative. There should be a willingness to work with a culturally diverse group of students. Previous experience in Residence Life and/or Student Programming or comparable experience is a must. This position requires night and weekend hours.

Compensation: This is a 12-month, live-in position that offers a competitive salary, benefits package, and college meal plan.

Qualified applicants should send resume, cover letter, and names and contact information of three professional references to Ellen Lyons, Human Resources Manager, elyons@fisher.edu.