

# JOIN OUR TEAM!

## APPLY TO BE AN Residential Programming GRAD

### WHY KSU?

- ▶ We have unique opportunities to make a positive impact on our students that motivate us to pursue excellence every day
- ▶ We strive to create an environment where our team feels celebrated, supported and empowered
- ▶ We believe in the appropriate balance of work, self-care and personal and professional development
- ▶ **We have fun!** We recognize that it's important to get to know our team members as people first, and to celebrate our victories

### ROLE DESCRIPTION

- ▶ 10-month commitment as a live-in staff member within the Department of Housing and Residence Life.
- ▶ 20-hour per week position dedicated to supporting our three campus areas (North, South, and Marietta), collaborating closely with professional staff.
- ▶ Responsible for managing in-area programming initiatives, assessing programming efforts and providing strategic support to the Associate Director of Residential Engagement (ADRE).

### BENEFITS

- ▶ Fully Furnished On-Campus Housing Accommodations
- ▶ Professional Development Opportunities
- ▶ Hourly Pay, 20 Hours Per Week



**APPLY TODAY!**

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**KENNESAW STATE  
UNIVERSITY**  
CAMPUS SERVICES  
*Housing and Residence Life*

# GRADUATE ASSISTANT OF RESIDENTIAL PROGRAMMING

## POSITION DESCRIPTION

The Graduate Assistant (GA) of Residential Programming position at Kennesaw State University is a graduate, 10-month commitment as a live-in staff member within the Department of Housing and Residence Life. The GA position is a 20-hour per week position and will work alongside professional staff to support our three campus areas (North, South, and Marietta) in managing in-Hub programming initiatives, assessing programming efforts and providing strategic support to the Associate Director of Residential Engagement (ADRE). This GA position requires a strong work ethic, a positive attitude and enthusiasm for engaging residential students on a college campus.

## BENEFITS

Compensation includes hourly pay for 20 hours per week and fully furnished on-campus housing accommodations with utilities (may be shared with a graduate student or partner).

## RESPONSIBILITIES INCLUDE

### Administration

- ▶ Advise the First-Year Programming Boards for Residence Life including bi-weekly meetings, 1:1 meetings, training and accountability measures for participants.
- ▶ Support Community Coordinators (CC) in the implementation of Residential Engagement Model (REM) Traditions.
- ▶ Manage ideation, execution and management of HRL Excursion logistics.
- ▶ Review conduct charges and collaborate with professional staff (i.e., Community Coordinators, Assistant Director of Residence Life, etc.) to suggest event topics to best support residential students.
- ▶ Track and collect data regarding programming for Housing & Residence Life/REM.
- ▶ Participate in the implementation and review of REM assessments.
- ▶ Assist the ADRE in strategizing programming, updating REM workbooks and training materials.
- ▶ Collaborate with the Graduate Assistant of Residential Engagement to assess the success of existing REM Strategies and make suggestions for updates.
- ▶ Assist following up with at-risk students as needed in support of the Graduate Assistant of Operations & Student Success.
- ▶ Serve in a secondary on call rotation for high volume times:
  - Fall:** Opening, Labor Day weekend, Fall Break, Halloween, Finals Week, Winter Break Period
  - Spring:** Opening, MLK weekend, Spring Break, Finals Week
- ▶ Assist with all functional initiatives including but not limited to:
  - Move-In, WOW, REM, Football, First Fridays
- ▶ Provide quality customer service for both internal and external stakeholders.
- ▶ Provide leadership during crises in the residence halls and on the campus at large as needed.
- ▶ Collaborate with other campus departments such as Public Safety, Student Health Services, etc. in case of an emergency.

## MINIMUM QUALIFICATIONS INCLUDE

- ▶ Bachelor's degree from an accredited institution of higher education in Education, Education Administration, Education Technology or a related field and/or an equivalent combination of relevant education and/or experience.
- ▶ Must be enrolled in a Kennesaw State University graduate program.

## PREFERRED QUALIFICATIONS INCLUDE

- ▶ Two (2) years of experience in Housing and Residence Life or a related Student Affairs area (Student Life, Orientation, Student Activities, etc.)

[APPLY HERE](#)