To be considered for the 2019-2020 academic year, all applications, resumes, and reference forms must be submitted by 4pm on Friday, February 22, 2019. Late or incomplete applications and references will not be considered.

Any questions can be answered by emailing Jacki.Lancaster@mtsu.edu.

Qualifications
The position of Resident Director (RD) at Middle Tennessee State University is an essential component of the Housing and Residential Life Program. RDs are MTSU students (preferably graduate students) that are selected on the basis of the following criteria: (1) previous residence hall experience (2) academic achievement (3) leadership skills (4) interpersonal effectiveness and (5) the ability to serve as a positive role model for residential students. Additionally, candidates must possess the following qualifications:

- Be enrolled as a full time student at MTSU; graduate, undergraduate, or non-degree seeking
- At time of application, possess a semester and cumulative grade point average (GPA) of 2.75 if undergraduate or non-degree-seeking, 3.0 if graduate; maintained throughout employment
- Have previous residence hall leadership, and/or supervisory experience
- Be in good standing with MTSU and Housing and Residential Life
- Pass a criminal background check

Position Responsibilities
Position responsibilities may include, but are not limited to:

- Managing 24 hour desk(s)
- Supervising student staff
- Advising Program Council
- Participating in on call rotation, to include some weekends and holidays
- Crisis intervention
- Peer counseling
- Facilitating the involvement of residents on campus and in-hall activities
- Attend professional development staff meetings in the fall and spring semesters (time and location will be determined at a later date)

Compensation
- A furnished apartment including all utilities, cable, and local telephone service.
- A stipend of $6500 for undergraduate/non-degree-seeking students and $7000 for graduate students, dispersed in ten (10) equal payments.
- RD’s receive instruction concerning the various facets of their position, opportunities for personal development not available to the general student population, and practical work experience to support their efforts to gain full-time employment upon their graduation or departure from MTSU.

Application Requirements
- Please return the following to KUC 303. Your application will not be considered complete until all of the following materials have been submitted:
  - Resident Director Application
  - Resume
  - Three references (form attached)
Resident Director Application

Directions: Print legibly on the application. Return the completed application, resume, and reference forms to: Housing and Residential Life, KUC 303, Box 6, Murfreesboro, TN 37132.

Personal Information

Full Name: _______________________________________________ Date of application: __________________________
Gender: ________________ Date of Birth: ____________________ M Number: _________________________________
Email address: _____________________________________________ Cell Phone: _______________________________
Current Local Address:
__________________________________________________________________________________________________
(Residence Hall/Room #) –or– (Street) (City) (Zip Code)

Applying for a position that begins:       Spring__________ Fall___________ Summer_____________

Including this semester, how many semesters have you lived on campus? _________________________________

Educational Information

Major(s):_________________________________________ Anticipated Graduation Date:___________________________
Classification (circle one):  FR  SO  JR  SR  NDS  GRAD
Semester GPA:_____________ (A 2.75 GPA is required for undergraduate/non-degree-seeking and 3.0 for graduate at time of application)  
Cumulative GPA:____________ (A 2.75 GPA is required for undergraduate/non-degree-seeking and 3.0 for graduate at time of application)  
Have you attended another college/university besides MTSU? Yes  No
College/University Dates Attended_____________________________________________________________

Additional Information

Have you ever been documented for a policy violation at MTSU? Yes  No
If yes, please explain_________________________________________________________________________________  
__________________________________________________________________________________________________

Have you ever worked for Housing and Residential Life? Yes  No
If yes, in what capacity_______________________________________________________________________________  
__________________________________________________________________________________________________
Involvement

Please list any activities or commitments you anticipate being involved in while employed as a Resident Director.

___________________________________________________________________________________________________________
___________________________________________________________________________________________________________
___________________________________________________________________________________________________________
___________________________________________________________________________________________________________
___________________________________________________________________________________________________________
___________________________________________________________________________________________________________

How did you hear about the Resident Director position?

Word of Mouth  Social Media  Advertisement  Friend
MTSU Staff Member  Current RD  Area Coordinator
Other

I understand that all documents relative to this application including, but not limited to, signed references and staff evaluations are confidential. I further understand that I will not have the opportunity to personally review these documents. However, I may meet with a member of the selection committee to get feedback. This procedure is in compliance with the Family Education Rights and Privacy Act of 1974. I understand that my signature below authorizes Housing and Residential Life to review my disciplinary, academic, and criminal records. I understand that at the time an offer of employment is extended; staffing vacancies may not be available in all areas. The opportunity to preference a staffing assignment is offered, but there is no guarantee the preference may be accommodated. In addition, initial assignments at the time of hire are made conditionally based upon the current information available to the organization and may be altered due to a change in academic standing and/or a change in staffing requirements.

________________________________________________        ______________________________
Signature                 Date

It is the policy of Middle Tennessee State University to provide employment, training, compensation, promotion, and other conditions of employment based on qualifications, without regard to race, color, national origin, religion, sex, age, veteran status, or disability.