The Center for Student Engagement’s Residential Engagement team is seeking both an Area Coordinator for Thurston Hall and an Area Coordinator for Residential Education. Our Area Coordinator positions are live-in campus educators that supervise both graduate and undergraduate residential staff, as well as advise student organizations. Responsibilities and job duties include:

- Oversight of a building or a configuration of buildings, along with the overall performance of both graduate and undergraduate staff. The Area Coordinator directly supervises 1 to 3 Residence Directors (RDs) and indirectly supervises the 5 to 17 Resident Advisors (RAs) assigned to the building or configuration. This includes the transition to and from summer operations.
- Serving on CSE cross-functional teams related to duty, selection, and residential education. Occasionally represents the Dean of Students on university committees and at functions and events. Supports division-wide projects and initiatives.
- Collaborating with campus partners to implement and plan programmatic efforts, such as lecture series, study groups, and developmental workshops, in order to facilitate opportunities for academic success.
- Serving as part of an Administrator-on-Call team, responding to campus emergencies or other events that require a professional staff member’s presence. Ensures that university policies and regulations are adhered to in the residence halls. Perform administrative searches when authorized by the Director on Duty.
- Advising student organizations; including reviewing administrative paperwork, assisting with event planning, leadership development, and organization support.
- Attending and supporting student performances, student events, and student initiatives.
- Serving as a primary CSE liaison for the Faculty Guide and Faculty-in-Residence programs.
- Responding to parent and student issues related to academic concerns, residential living, roommates conflicts or general questions.
- Other duties as assigned by the CSE Senior Leadership team. The omission of specific duties does not preclude the supervisor from assigning duties that are logically related to the position.