UCONN

DEPARTMENT OF RESIDENTIAL LIVING AND EDUCATION

Residence Hall Director Position Description 2026-2027

The University of Connecticut

UConn has repeatedly been ranked the top public university in New England by U.S. News and World Report and is ranked among the top public research institutions in the nation. Founded in 1881, the University of Connecticut has 14 Schools and Colleges at its main campus in Storrs, four regional campuses throughout the state and our UConn Health Center are a world class recognized institution. The University of Connecticut is a Carnegie Foundation Research University-Extensive Institution, a Land Grant university, and a Sea Grant college.

UConn Campus Housing enhances students' personal, interpersonal, and intellectual growth by creating safe and inclusive environments, producing innovative programs and services, and fostering meaningful relationships. Our comprehensive, student-centered, residential program currently houses over 13,000 students at 3 campuses. Approximately 67% of the undergraduate student population resides in university-managed housing. We offer our students an array of housing facilities and options to enhance their learning experience, including a variety of learning communities and special interest housing.

Position Description

The primary purpose of the Residence Hall Director (RHD) is to support the health, safety, and well-being of residential students. Residence Hall Directors are also responsible for the overall student learning and community development in the residence halls. The RHD supervises Resident Assistants in an area of approximately 400-700 residents. The RHD facilitates residential students' personal, interpersonal, and intellectual growth. This is an in-person, full-time 12-month live in position, with a typical workday being 10:00am-6:00pm and 1:00-9:00pm on Wednesdays and all work of the RHD is in person. There will be some evening and weekend commitments outside of the scheduled hours.

This position reports to an Assistant Director of Residential Living and Education.

Duties/essential functions may include, but are not limited to, the following:

Student Learning and Growth

RHDs are responsible for facilitating residential students' personal success, interpersonal competence, and intellectual fulfillment by implementing Residential Living and Education's intentional, yearlong educational plan.

a. Implement and assess educational plan within area of responsibility.
b. Initiate appropriate referrals regarding students' individual educational concerns.
c. Recruit and advise area's Hall Council.
d. Respond to needs of individual area, which may include learning community and/or special interest housing.
e. Facilitate ongoing training and development for student staff.
f. Serve as instructor for The Resident Assistant Experience – the RA Class.
g. Serve as an Investigating Student Conduct Officer.

Community Development

RHDs are responsible for developing inclusive living communities that are supportive and respectful of individual differences and rights of others.

a. Promote the standards and expectations for behavior as part of the residential community.
b. Assist community members in managing conflict between individuals and within groups to reach mutually negotiated resolutions.
c. Foster an engaged community in their area of assigned responsibility by being present in the community and building social connections among community members and staff.
d. Address issues related to safety, well-being, facilities, and emergencies by following Campus Housing and university protocols.
e. Assume on-duty responsibilities, in a rotation with other Residence Hall Directors, to respond to various student crises in and around the residence halls. This includes situations that occur after the typical work hours and are often in the evening.

Supervision

RHDs provide leadership to their student staff by overseeing the operations of their area and developing individual staff members.

a. Recruit, interview, and select applicants for the Resident Assistant and Student Worker positions.
b. Provide on-going individual and group supervision for student staff.
c. Facilitate training for student staff.
d. Evaluate student staff and make recommendations regarding performance.

Administrative Tasks

RHDs effectively manage information and other resources to enhance the mission of Residential Living and Education.

a. Communicate appropriately and in a timely manner with students, staff, faculty, student family members and other constituents.
b. Administer departmental processes and procedures and maintain accurate records.
c. Manage budget for area(s) of responsibility.
d. Assist with the selection of departmental professional staff.
e. Serve on departmental committees and taskforces as assigned by the department.
f. Assume assigned summer responsibilities.
g. Collaborate with Facilities Operations staff to maintain the area and implement strategies to educate residents and promote care facilities.
h. Work collaboratively with Housing Administration and Finance staff on occupancy management for your assigned area.

Professional Development

Residential Living and Education provides support and encouragement for individual staff members' professional development as it relates to the mission and goals of the University of Connecticut, the Division of Student Life and Enrollment and the Department of Residential Living and Education.

a. Attend and participate in trainings held by Residential Living and Education and the Division of Student Life and Enrollment.
b. Participate in national and regional professional organizations, through publications, webinars and/or conferences to what degree funding is available.
c. Develop and maintain an individual personal/professional development plan in consultation with supervisor.

Minimum Qualifications

a. Master's Degree and two years of residence hall experience OR Bachelor's Degree and three or more years of professional residence hall experience.
b. Supervision of residence halls or other staff in college or university residence halls or student affairs settings.
c. An understanding of, sensitivity to, and desire to live and work with a diverse student population.
d. Experience enhancing students' academic and personal development through advising student groups, providing leadership training and program development.
e. Experience working as a part of a multi-faceted student-oriented team including liaison work with offices such as (but not limited to) Dining Services, Facilities Operations, University Public Safety, and Student Health and Wellness.

Preferred Qualifications

a. Master's degree in college student personnel, higher education, counseling or at least five years of university residence hall supervisory experience.
b. Two or more years of post-Master's residence hall work experience.

Appointment Terms

This position requires the ability to respond to a variety of student crises in and around the residence halls. Incumbents must have reliable transportation, as they may be required to respond to situations at the UConn Hartford campus. A University vehicle is provided to those with a valid driver's license.

Salary is commensurate with experience and degree, consistent with the current bargaining agreement salary schedule. The RHD is a UC-003 position. Hall Directors live in a department-provided, furnished apartment. A significant other, partner, or spouse may reside with the Hall Director in accordance with state and university guidelines. A tuition waiver is available for pre-approved coursework. The outstanding benefits package includes state health care.

Benefits

Salary is commensurate with experience and degree consistent with the current bargaining agreement salary schedule. The RHD is a UC-003 position. Hall Directors live in a department-provided, furnished apartment. A significant other, partner or spouse, may reside with the Hall Director in accordance with state and university guidelines. A tuition waiver is available for pre-approved course work. The outstanding benefits package includes state health care.

Application Process

Please apply online using (http://jobs.uconn.edu/) to upload a resume, cover letter, and list of three (3) references, including names, addresses and telephone numbers. At least one of those references must be or have been an immediate supervisor. Indicate the professional relationship of each reference to the candidate. An official transcript will be required if an invitation for an on-campus interview is extended. Applications will be accepted until the positions are filled and review of applications will begin immediately. The University of Connecticut is an EEO/AA employer.

In keeping with our commitment to build a culturally diverse community, the University of Connecticut invites applications from women, people with disabilities, and members of minority groups.

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