Summer Residential Community Coordinator (SRCC)

Term: Summer 2018  
Position Open: Three-Four (3-4) Positions  
Handshake Job: #1448783

The Office of Student Housing and Residence Life is looking for three-four dynamic self-starting individuals for the position of Summer Residential Community Coordinator (SRCC).

Duties and responsibilities include, but are not limited to, the following: selection, training, evaluating and supervision of 6-8 summer Resident Assistants (RAs), Community Assistants (CAs), and Office Assistants (OAs); programming and community/staff development; acting as a judicial hearing officer for summer residents; performing daily on-call duty that is shared with one or two other staff; addressing student/community issues; coordinating Residence Hall Association (RHA) executive board summer training; support summer guests and summer conferences; Planning RA Retreat and training for fall 2017; creating a marketing and educational videos for incoming residents; fulfilling other interests, duties, & experiences expressed by the SRCC and Assistant Director of Residence Life.

Compensation:
- $1400-$1800 stipend for summer. Compensation will be prorated after June 1st.
- Furnished bed space, utilities included either in Student Housing East or West
- Wireless internet and standard cable (tv not included)
- This position does not include a meal plan or meal compensation.

Job Requirements:
- Must be able to work 15-20 hr/wk
- Have and maintain a 3.3 GPA or higher
- Must have a commitment to serving CSUB students
- Previous student leadership experience required
- Must have an ability to multitask, prioritize and successfully navigate ambiguity
• Self-directed professional with strong interpersonal, problem solving and customer service skills
• Must have good listening skills
• Must be able to maintain a professional demeanor – but still be able to have fun at work!
• Must have demonstrated leadership skills in regards to working with other students
• Must be willing to live in student housing

Requirements to apply:
• Enrolled full time as a CSUB graduate student* for the 2017-2018 academic year or summer semester 2018
• Have and maintain a 3.3 GPA or higher
• Undergraduate students that have worked as Resident Assistant or Community Assistant for 2 years may be considered

Proposed Application Deadline: May 1, 2018
*Position will remain open until filled
**Proposed Position Begins: May 21, 2018
Position Ends: July 31, 2018

How to Apply:
Online application is available at: SRCC application
Please submit your resume to MaxJulian Ham, Assistant Director for Reslife, at mham@csub.edu or to Salina Bouasangouane, Administrative Support for Residence Life at sbouasangouane@csub.edu

Also, please include your response to the following:
• Why are you a good fit for this position?
• What role do you typically play in a team environment and what do you believe are some important qualities of a high performing team?