Western Oregon UNIVERSITY
Human Resources
Lieuallen Administration 206 | 503-838-8490 | hr@wou.edu | wou.edu/hr

Ackerman Resident Director

Recruitment #: S2663
Review Date: Open | Open until filled
Department: University Housing
Salary Rate: $41,000 - $45,000

About Western Oregon University:
Western Oregon University is a regional public, mid-sized university – committed to changing lives, strengthening communities and transforming our world. Located in Monmouth, the heart of Oregon's lush Willamette Valley, WOU is about 20 minutes from Salem, the state's capital and about 75 minutes from Portland, the state's cultural hub.

Western is one of Oregon's oldest public institutions of higher education and was incorporated into the state system as a teacher training institution in 1882. The university offers undergraduate and graduate degrees in arts and sciences, education and professional areas. It's known for small class sizes, a focus on sustainability and a diverse liberal arts education in a student-centered environment. Western is a Hispanic Serving institution, with over 40% of undergraduates being students of color.

Position Summary:
The Ackerman Resident Director serves as the building manager for Ackerman Hall and oversees the residential experience for approximately 325 students. Serves as the student conduct officer, primarily for Ackerman Hall, and supports student retention and community development initiatives. Trains and supervises 10 student staff members, advises Hall Government, and assists with coordinating the Live-Learn program. Collaborates with the Residential Life Team and participates in the Residential Life on-call rotation.

Click here for the complete position description which includes knowledge areas and preferred qualifications.

Required Qualifications: Please ensure your application materials clearly demonstrate how you meet the following:

- Bachelor's degree
- 1-2 years' Experience working with college / university students
- Experience as a professional staff member in a college residential program
- Previous supervisory and/or student organization advising experience
- Previous experience serving on duty/call for emergency response
- Strong administrative, communication, and leadership skills
- Sensitivity to the needs of a diverse student population

How to Apply: Please upload the following required materials within the application portal.

Applications missing any of the required documents will not move forward for consideration. Please include only the materials listed below:

1. WOU Employment Application form
2. Cover Letter that outlines your qualifications and how they align with the required qualifications
3. Resume/CV
4. Unofficial transcripts for your highest degree earned
5. Reference form available here

Background and Education Verification:
As a condition of employment, the selected candidate must successfully complete a criminal background check. For positions that require a formal degree as a minimum qualification, the university will also verify educational credentials.

Benefits:
Western Oregon University offers an excellent benefits package for eligible employees which includes 95% premium paid healthcare, a generous retirement and vacation package, and reduced tuition rates for employees, spouse or dependent at any of the Oregon Public Universities. http://www.wou.edu/hr/benefits/

Equal Employment Opportunity:
Western Oregon University is an equal opportunity employer. We do not discriminate based on race, color, national origin, gender, gender identity, sexual orientation, age, disability, religion, veteran status, or any other characteristic protected by law. We embrace our differences and know that our diverse team is a strength that drives our success.

Requests for Accommodation:
Western Oregon University is committed to developing a barrier-free recruitment process and work environment. Applicants who need disability-related accommodations to participate in the application or hiring process are encouraged to contact leaveandaccommodations@wou.edu.

Veterans Preference
Applicants are eligible to use Veterans' Preference when applying with Western Oregon University in accordance with ORS 408.225, 408.230 and 408.235; and OAR 105-040-0010 and 105-040-0015. Preference will be given only if the applicant meets the minimum criteria of the position and electronically attach the required documentation at the time of application. For information regarding Veterans' Preference qualifications, visit http://www.oregonjobs.org/DAS/STJOBS/vetpoints.shtmlq

Due to the high volume of applications we receive, we are unable to provide individual updates on application status. Applicants are encouraged to regularly check the status of the search through the WOU employment website. We appreciate your interest in employment at Western Oregon University and thank you for considering WOU as your employer.