**Student Affairs Division**

**RESIDENT DIRECTOR GRADUATE ASSISTANT**

20 hours/week  
Graduate RDs report to an Area Coordinator, Residence Life

**Description:**  
Live-in supervisory responsibilities for an undergraduate RA staff of 3-8 and a living area of 80-125. Graduate RDs participate in an on-call duty rotation, supervise their hall’s programming efforts, attend weekly staff meetings, hold weekly office hours, and serve as an administrative hearing officer for alleged first-level violations of the student code of conduct. Opportunities exist for summer employment.

Qualifications: All graduate majors may apply. Successful candidates will have demonstrated leadership abilities at the undergraduate level, and must be accepted into one of AU’s graduate programs.

**Benefits:**
- Half tuition waiver
- Furnished on-campus apartment
- Full meal plan when University is in session
- Stipend of $3000 per year
- Bookstore credit

To apply: Please send cover letter, resume and list of three current references including at least one from a former supervisor or colleague, to Brenda Porter at the address below. Several positions are available and the search will continue until filled, however, applications received by 3/1/2008 will be given first consideration.

For more information, please contact:  
Brenda Porter, Director, Residence Life  
Alfred University  
1 Saxon Drive  
Alfred NY 14802  
607-871-2186  
porterbi@alfred.edu

*All Student Affairs graduate assistants are expected to coordinate expectations and schedules with academic faculty and employers (if applicable).*