



A Record of Success: For the last four years, The King's University College in Edmonton has been a leader in its sector with a "top of the class" grade of A+ for *Quality of Teaching* in the *Globe & Mail Canadian University Report*. It was also named best small university in Canada by *MacLean's* magazine for several years running. The lively, dynamic and nurturing learning environment at King's is enhanced by the institution's strong commitment to community service and faculty research.

King's offers fully accredited three and four-year Bachelor degrees in the arts, humanities, social sciences, natural sciences, and commerce, as well as a two-year Bachelor of Education after-degree. King's currently serves 678 students of all ages from a variety of backgrounds from across Canada and abroad, representing more than 16 nations.

COORDINATOR OF RESIDENCE LIFE

36 month agreement: 0.75, 10-month working contract (July 15-May 15)

Position Summary: The Coordinator of Residence Life is responsible for carrying out the vision of Residence Life at The King's which is consistent with the mission and vision of the institution and that of the Student Life Department. He or she plays a consultative role in developing, and is responsible for implementing a holistic, co-curricular, Christ-centered residence living program which aims to equip students as global citizens to "bring renewal and reconciliation to every walk of life as followers of Jesus Christ, the Servant-King."

The Residence Life program provides opportunities for students to learn about the qualities of their intended relationships with one another, and those relationships with their global neighbours. The Coordinator of Residence Life is a member of the Community Life team along with the Community Life Director, the Coordinator of International Student Programs, and the Coordinator of Student Programs.

Characteristic Duties:

- Develop intentional Residence Life programming to support The King's mission and Student Life's mission of **engaging** students in ways that help them to feel and experience **belonging**, challenging one another within a culture of **learning** by taking responsibility through acts of humble **ownership**. The Coordinator of Residence Life must ensure that this programming demonstrates the institution's understanding of holistic (whole person) development, providing opportunities for students to be engaged **physically, emotionally, spiritually and mentally**.
- Provide training to Community Life paraprofessional staff.
- Participate in the non-academic discipline procedures for resident students as outlined in the Student Handbook.
- Work with other campus departments to coordinate and manage an effective, vibrant Residence Life program encompassing each student's experience from student placement and check in, to student move out.
- Act as a role model for all resident students, developing appropriate mentorship relationships with students. Refer, as appropriate, to other campus resources such as the Student Counselor and Campus Minister.
- Participate in an overnight / weekend on-call schedule.
- Be prepared to respond to emergency situations as detailed in the Crisis Management Manual.
- Live-in position (apartment, at approved rate) in campus residence facility. The Coordinator of Residence Life is a three-year contract position and requires a 36-month campus lease agreement.
- Standard meal allowance as taxable benefit

Qualifications:

- Must be concurrently enrolled in Master's degree in Higher Education, Student Affairs, or equivalent program (10% tuition paid per semester as taxable benefit)
- Excellent communication skills
- Strong interpersonal relational and crisis management skills
- Demonstrated ability to lead, develop, and mentor a student staff team
- Experience developing programming for students
- Experience with Student Affairs in a post-secondary environment required
- Experience in residence life outside King's an asset
- Good organizational skills and self motivated

A condition of employment is assent to the University College's Christian Statement of Faith. Interested parties should forward their resume by **February 10, 2012** to:

Human Resources
The King's University College
9125 – 50 Street, Edmonton, AB T6B 2H3
Fax: 465-3534

E-mail: humanresources@kingsu.ca.

Visit our web site at www.kingsu.ca