



# SEARCH PROFILE

Residence Coordinator  
Department of Residential Life

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## A MESSAGE FROM THE VICE PRESIDENT FOR STUDENT AFFAIRS

Dear Candidate,

At LSU, we work diligently to create the conditions that make a difference both in the lives of students and for the state of Louisiana. Regardless of the unit, the DNA of student affairs work at LSU is predicated on three priorities. Foremost, we maintain a **commitment to quality** which is rooted in the belief that LSU students deserve our best effort. Every interaction we have with students should communicate care, relevance, polish, and attention to detail. We work to ensure every space, place, and staff-to-student interaction **communicates a sense of home to students**. Finally, we design programs, services, events, and experiences with **everyone in mind**. Yes, this is a lofty undertaking, but something our students deserve! I am excited for this role because our Residence Coordinators play a vital role in building on our solid foundation to shape what the LSU student experience will become!



**Brandon Common**

Vice President for Student Affairs

I chose to move myself and my family to LSU because I believed in the potential of LSU and felt our division's priorities aligned with my professional beliefs. Today, even more than when I first arrived, LSU's greatest success lie ahead, and I am confident our division will help play a significant role in this process!

In our search for the next Residence Coordinator, we seek to provide a value-added experience for you. To that end, leadership opportunities for this role are designed to address institutional and divisional needs and clearly define essential skills for this key team member. We are looking for an optimistic colleague who is invigorated by solving problems and overcoming challenges and who believes deeply in the transformational potential of public higher education to change lives and improve communities. If this is the work that interests you, we hope you will consider learning more about this position at LSU.

Thank you and Geaux Tigers!



Brandon Common  
Vice President for Student Affairs



## OVERVIEW OF LSU AND THE FLAGSHIP CAMPUS

LSU's flagship campus, located in the state capital of Baton Rouge, is Louisiana's premier public institution. It is a land-, sea-, and space-grant institution enrolling some 32,000 students studying in nearly 200 bachelor's, master's, doctoral, and specialist programs. The flagship campus includes the Paul M. Hebert Law Center and the state's only School of Veterinary Medicine. There are more than 5,000 employees with a budget of more than \$1 billion on the flagship campus.

LSU sits on more than 2,000 acres of lush landscaping along the Mississippi River. The campus, widely considered to be one of the most beautiful in the country, is known for its Italian Renaissance-style architecture, tranquil lakes, and majestic live oak trees that are valued at approximately \$45 million.

The recently renovated and expanded Patrick F. Taylor Hall is now the largest academic building in Louisiana and one of the largest freestanding academic engineering buildings in the nation. The Business Education Complex, the Manship School of Mass Communication, and the LSU Union are other noteworthy buildings. LSU's Tiger Stadium, well-known by college sports fans, is one of the largest college football stadiums in the nation. Known as Death Valley, the stadium has a reputation for being one of the loudest in the NCAA, and LSU is famous for its spirited tailgating atmosphere.

Over the past 20 years, LSU has consistently produced finalists and winners of the Rhodes, Truman, Goldwater, and Udall Scholarships. Several of LSU's programs are ranked top in the nation, including the Robert Reich School of Landscape Architecture in the College of Art & Design and the Internal Auditing program in the E. J. Ourso College of Business, which is internationally known as one of the top such programs in the world. LSU faculty and students contributed to the 2017 Nobel Prize in Physics with the discovery of gravitational waves, which were predicted by Einstein but not previously recorded. And Forbes recently recognized LSU among the top 20 universities in the country that dominate in both academics and athletics.



**ELITE 1%** OF ALL UNIVERSITIES  
**IN THE COUNTRY**  
 with land-, sea-, and space-grant designations





## COMMUNITY COMMITMENT

LSU believes that engagement is essential for creating a vibrant and enriching university experience. We strive to provide equal opportunities for students, faculty, and staff, ensuring that everyone has the chance to thrive and succeed. Our commitment extends to creating a safe and accessible campus, where individuals can feel secure and supported in their pursuit of knowledge and personal growth. Above all, we prioritize excellence in all aspects of our work, aiming to uphold the highest standards of education, research, and service. Learn more about the [Division of Engagement, Civil Rights, & Title IX](#).

## LSU IS AN EQUAL OPPORTUNITY EMPLOYER AND SAME AGENCY

LSU is designated as a State As a Model Employer (SAME) agency and provides assistance to persons needing accommodations or with the accessibility of materials. For those seeking such accommodations or assistance related to this search, we encourage you to contact the Office of Human Resource Management ([hr@lsu.edu](mailto:hr@lsu.edu)).



# SEARCH PROFILE

Position and Opportunities for Leadership

## RESIDENCE COORDINATOR POSITION OVERVIEW

Reporting to an Assistant Director for Residential Education, the Residence Coordinator (RC) is a full-time, live-in professional staff member. The RC is responsible for the day-to-day operations of a residence hall or group of residence halls including graduate and undergraduate student staff supervision, community development and building management, process administration, and general departmental responsibilities.

## OPPORTUNITIES FOR LEADERSHIP

### Engage in Proactive Community Development

LSU is in the process of transforming work processes and institutional focus to a holistic retention-based lens on student engagement. Residence Coordinators have the opportunity to engage in meaningful community development in their assigned community to enhance students' feeling a sense of home and connection to the larger institution.

### Operate with a Student-Focused Lens

Residence Coordinators at LSU are asked to operate with a high level of responsiveness and investment in the residential students they oversee. Through a partnership with LSU CARES, our institutional team that handles reported concerns, RCs has the opportunity to prioritize students by engaging in timely, supportive interventions with students in their residential community through the supervision of their staff, participation in the student conduct process and execution of administrative processes.

### Participate in Solution-Oriented Thinking to Enhance the Student Experience

Successful Residence Coordinators operate with the design and focus on solving the problems that are placed in front of them. The RC must operate with the lens of making things better than they were yesterday, by pursuing marginal gains to enhance the quality of the product we provide to students.

**8,800**

students living on campus each year

**\$500 Million**

Invested in residential facilities over the past decade

**40+**

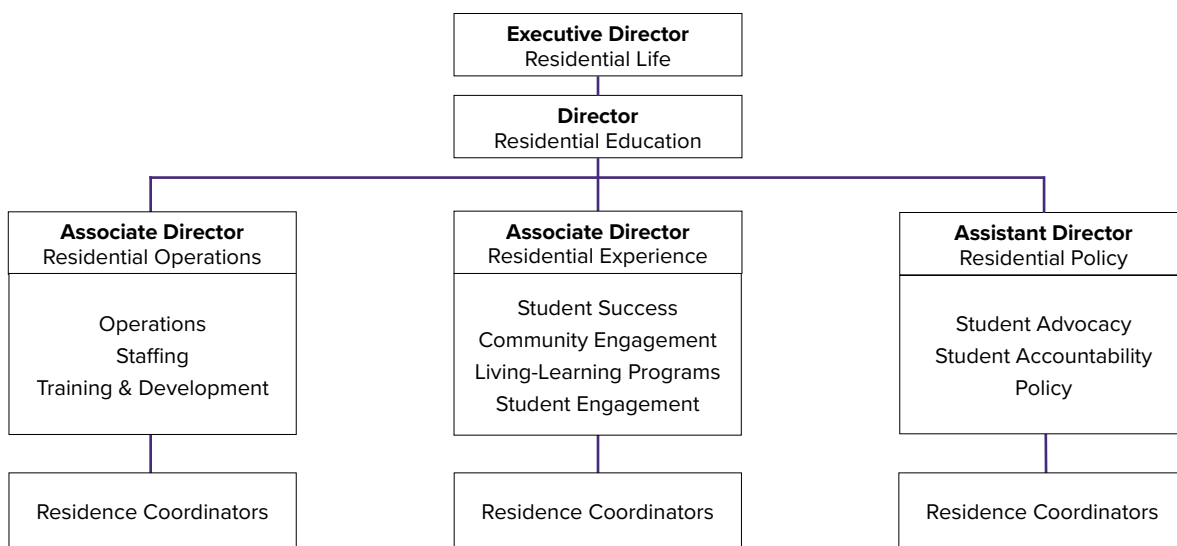
colleagues on the Residence Education team

## ATTRIBUTES OF THE SUCCESSFUL CANDIDATE

- Collegial team-player who actively builds authentic and mutually beneficial relationships, who is able to influence others without positional authority, who puts institutional priorities before their own interests, and who is unconcerned with where credit for accomplishing institutional objectives is assigned.
- Track record of effective leadership and management that includes the development of staff, the ability to articulate clear expectations and provide timely feedback and the willingness to redirect behaviors, practices, or attitudes that are misaligned with institutional or divisional objectives, or that are inconsistent with the maintenance of a positive work environment.
- Dedicated Housing Professional, who is interested in advancing their career in the field of Housing and Residential Life and has an understanding of the demands and challenges of working in this area.
- Maintains a strong appreciation for the educational and social value of a broad-based community and a demonstrated commitment to accessible and welcoming programs, services, events, and experiences.
- Does not begin with no but is willing and able to say it with kindness when appropriate and necessary.
- Being philosophically and ethically grounded, but with an interest in curiosity and innovation. An understanding that the best practice is one that is most relevant to LSU students at this moment in time –a reality that is ever-changing.

## RESIDENTIAL EDUCATION AT-A-GLANCE

- View the complete organization chart and team members at [lsu.edu/housing](http://lsu.edu/housing).





### GENERAL RESPONSIBILITIES

- Provide direct supervision, guidance, development, and support to a Graduate Residence Coordinator and a staff of undergraduate Resident Assistants.
- Maintain visibility and presence within the assigned community, directing programming initiatives and providing support to students.
- Serve as the primary point of contact for processes and administration within assigned community.
- Serve as a member of the departmental on-call rotation, providing on-scene response to crises utilizing departmental protocol and procedures.
- Contribute to departmental and divisional work through attendance and engagement at staff meetings, trainings, and events.



After hours and weekend work is part of showing up for students where they are, like this Welcome Week block party hosted by RHA.

### MINIMUM QUALIFICATIONS

- Master’s Degree
- Two academic semesters of residence hall staff experience at the graduate level or higher, or related student affairs experience.
- LSU is dedicated to fostering an environment where our employees feel appreciated for their skills and individuality. If a candidate does not meet the minimum qualifications listed but has substantial experience in key job responsibilities, we encourage them to apply.



Balancing student development and community logistics gives RCs opportunities to make decisions and build skills.

### DESIRED QUALIFICATIONS

- Master’s Degree in College Student Personnel, Higher Education Administration or a related field
- Experience with managing competing priorities, large scale programming and planning, and/or staff supervision and group advising

### BENEFITS & COMPENSATION

- Competitive annual salary
- Furnished apartment
- Academic-year meal plan
- Reserved parking space
- Pets & partners welcome
- Medical, dental, vision & retirement plans
- Professional development opportunities
- Tuition exemption available after one year

## WELCOME TO BATON ROUGE

Louisiana has arguably **the most colorful history and fascinating culture of any state in the nation**. Baton Rouge, French for “Red Stick,” is the capital city of Louisiana. Situated on the banks of the Mississippi River, it represents the best of Louisiana’s vibrant culture. **Just minutes from LSU, downtown Baton Rouge is a hot spot** where you can attend an art exhibition or concert or watch the sun set over the Mississippi River.

Over the last several years, the Baton Rouge area has enjoyed an unprecedented economic expansion—offering employment opportunities in diverse industry sectors.

### Why Baton Rouge?

Baton Rouge is a **cultural crossroads** between the Cajun heartland of Lafayette (located about 55 miles southwest) and the birthplace of jazz and home of **Mardi Gras**, New Orleans (located about 80 miles to the southeast). **Housing options in Baton Rouge are diverse** and include historic neighborhoods like Spanish Town and the Garden District, river front apartments and chic, loft-style condos like the Commerce Building, cozy family neighborhoods, and sprawling mansions.

Our city boasts **award-winning public and private school options**; more than **900 restaurants**; **live concerts** ranging from home-grown favorites to superstars like Kenny Chesney and James Taylor; a **world-leading medical research center**; a variety of **museums**, including one that houses a 65-million year- old triceratops skull and a 5,000-year-old mummy; a nationally recognized, award-winning **public library system**; more than **180 parks** across the region; and much more. No matter your age or interest, the Baton Rouge Area is a great place to call home.



Downtown Baton Rouge has numerous leisure, culinary, and cultural activities in which to participate.



Louisiana’s wildlife and nature is unrivaled in beauty.

**#1** MIDSIZED CITY  
FOR BUSINESS COST FRIENDLINESS  
*KPMG, Competitive Alternatives, 2016*

**10<sup>th</sup>**  
LARGEST  
PORT IN THE U.S.

**800K**  
METRO  
POPULATION

**SEMI-TROPICAL**  
CLIMATE WITH MILD WINTERS



## APPLICATIONS

Applications will be accepted online on the LSU Careers website. The search committee will begin reviewing applications immediately and continue to accept applications and nominations until the position is filled. As these are anticipated openings, we will continue to review materials and conduct interviews on a rolling basis. Requested application materials include a letter of interest; curriculum vitae or resume; and the names, telephone numbers, and e-mail addresses of at least three professional references. One of the professional references needs to be your most recent supervisor. Salary will be competitive and commensurate with qualifications. An offer of employment is contingent on a satisfactory pre-employment background check.

External applicant link: [https://lsu.wd1.myworkdayjobs.com/LSU/job/Grace-King-Hall---Office/Residence-Coordinator\\_R00102381](https://lsu.wd1.myworkdayjobs.com/LSU/job/Grace-King-Hall---Office/Residence-Coordinator_R00102381)

Internal applicant link: [https://www.myworkday.com/lsu/d/inst/1\\$9925/9925\\$44779.html](https://www.myworkday.com/lsu/d/inst/1$9925/9925$44779.html)

## NOMINATIONS AND INQUIRIES

Please direct all nominations and inquiries for the position to:

**Michael Dobrin**, Search Administrator  
**Associate Director for Residential Operations**  
Department of Residential Life  
Louisiana State University  
[mbdobrin@lsu.edu](mailto:mbdobrin@lsu.edu)

