



## **Student Life Coordinator and Resident Director**

Kentucky Wesleyan College, a private, liberal arts college with a long-standing reputation for quality and academic excellence, is actively seeking applications for a part-time Student Life Coordinator and Resident Director. The Coordinator will work with student activities and serve as a live-in Resident Director.

### **Responsibilities:**

- Providing office support to the Student Life Office.
- Assisting with developing, scheduling, and managing activities for students.
- Supporting the functions of Greek Life.
- Supervising student resident assistants.
- Administering the assigned residence hall, including maintaining occupancy records, supervising check-ins and check-outs, managing maintenance requests, etc.
- Participating in the rotating, on-call staff.
- Serving as a positive role model and being easily accessible to students.

### **Qualifications:**

- Bachelor's degree (enrollment in master's program in student affairs, counseling, or related program is preferred).
- Knowledge and experience of the residential experience at a college or university.
- Excellent communication skills and the ability to relate to a variety of people.
- Ability to manage multiple responsibilities with high energy and a sense of humor.

Compensation is an hourly wage as well as a partially furnished apartment with paid utilities, free internet, Hulu, free laundry facilities, reserved parking on campus, and a full meal plan when the College is in session and the dining hall is operational. A spouse/partner is welcome. Small pets are negotiable.

### **Application Process**

Please send a cover letter, resume, and the contact information for three professional references to Cindy Sublett in Human Resources at [csublett@kwc.edu](mailto:csublett@kwc.edu). Applicants will receive an email confirming receipt of materials. Kentucky Wesleyan College is an equal opportunity employer.

Review of application materials will begin immediately and will continue until the position is filled. A background check will be required of the successful candidate. The College will not sponsor applicants for work visas.

## **Additional Information**

### *About Kentucky Wesleyan College*

Kentucky Wesleyan College is a private, four-year liberal arts institution located in the vibrant city of Owensboro. A United Methodist-related college founded in 1858, Wesleyan is known for excellence in academics and a superior residential experience. Kentucky Wesleyan earned a #8 ranking in 2017 from U.S. News & World Report as a Best Regional College in the South, along with a #3 ranking in the South in the category of “Great Schools, Great Prices,” which measures academic quality compared to cost of attendance.

Kentucky Wesleyan students can choose from 29 majors and 13 pre-professional programs. Classes have a 12-to-1 student-faculty ratio, and 88 percent of the faculty have a Ph.D. or terminal degree. The College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate degrees.

The College employs approximately 200 faculty and staff who work together on a single campus. Kentucky Wesleyan provides a challenging and supportive academic experience for students as well as a positive and stimulating work environment for employees. A hallmark of the Kentucky Wesleyan experience includes “The Wesleyan Way,” beliefs which guide the entire college community:

- We do everything with honor.
- We always support each other.
- We will compete with integrity.
- We love each other in Christ.

The Kentucky Wesleyan Panthers compete in NCAA Division II and are members of the Great Midwest Athletic Conference. Athletic teams include baseball, basketball, cross country, football, golf, soccer, softball, tennis, track and field, volleyball, and wrestling.

### *About Owensboro, KY*

Kentucky Wesleyan College is located in the hospitable city of Owensboro, Kentucky, a vibrant, beautiful, and safe city nestled on the banks of the Ohio River. Owensboro is small enough to promote a hometown atmosphere yet large enough to support many amenities usually only available in much larger cities. Daviess County is home to 110,000 residents and is easily accessible from metropolitan locations such as Louisville, KY; Nashville, TN; and St. Louis, MO.

Owensboro’s revitalized downtown area features a state-of-the-art convention center, several new hotels and a range of entertainment options with unique restaurants and shops. Twenty-five parks, totaling 953 acres, encircle the city, which hosts over 20 annual festivals – attracting visitors from throughout the region.

Suggested Websites

Additional information about Kentucky Wesleyan College, the Panthers, and the Owensboro community may be found at:

- <https://www.kwc.edu/>
- <http://www.kwcpanthers.com/>
- <http://www.owensboro.org/>
- <http://edc.owensboro.com>
- <http://www.owensboromls.com/>