



# University of Wisconsin-Stevens Point

Announcement No. 25-106AS  
JOB OPENING ID: JR10005480

Internal/External	External
Position Title	Residence Hall Director
TTC Title and Code	RL Coordinator II (AE046)
FTE	100%
Position Information	Housing and Residence Life
Department	Housing and Residence Life
Department Description	<p>The Vision of our Housing and Residence Life department is to open doors to invite transformational student experiences.</p> <p>We strive to develop a community of well-rounded Pointers through quality living environments, intentional learning experiences, &amp; dynamic interpersonal relationships.</p>
Position Summary	<p>The Residence Hall Director is a full-time, 12-month, live-in professional staff position and reports to the Associate Director of Housing and Residence Life. The Residence Hall Director oversees the community building and administrative management of a residence hall housing up to 225-350 students. The main responsibilities of the position include student leader supervision and development, community and education development, student well-being and conduct, and administration management.</p> <p>The responsibilities will require Residence Hall Directors to work evenings and some weekends to meet the needs of the department, and to maximize our effectiveness in working with students.</p>
Required Qualifications	<ul style="list-style-type: none"><li>• Bachelor's degree with a minimum of 2-3 years of significant student leadership experience in residence halls on a college campus</li><li>• Demonstrated supervision skills and/or experience</li><li>• Experience working with diverse groups</li><li>• Demonstrated administrative skills including an ability to manage multiple priorities</li><li>• Demonstrated proficiency of communication skills, including verbal, written, and interpersonal</li></ul>
Preferred Qualifications	<ul style="list-style-type: none"><li>• Master's degree in area of student personnel, education, counseling or related areas</li><li>• Experience with the student conduct / judicial processes</li><li>• Strong decision-making skills and the ability to work autonomously</li><li>• Demonstrated experience working with crisis response</li><li>• Demonstrated ability to advise student groups</li><li>• Demonstrated experience in academic support</li><li>• Knowledge of assessment principles within higher education</li><li>• Previous residence hall or related experience</li><li>• Demonstrated experience in community development</li></ul>



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[Human.Resources@uwsp.edu](mailto:Human.Resources@uwsp.edu)

Anticipated Appointment Date	July 20, 2026 with the possibility of an earlier start, if necessary
Terms of Employment	<p>This is an academic staff annual appointment. Base salary is \$43,888 for a 12-month appointment with the possibility of additional compensation based on qualifications and experience.</p> <p><b>Please note that successful applicants are responsible for ensuring their eligibility to work in the United States (i.e., a citizen or national of the United States, a lawful permanent resident, a foreign national authorized to work in the United States without the need of employer sponsorship) on or before the effective date of appointment. UW-Stevens Point does not offer H-1B or other work authorization visa sponsorship for this position.</b></p> <p><b>TO ENSURE CONSIDERATION: Applications received by 01/31/2026 are ensured full consideration.</b> Applications received after that date may be given consideration at the discretion of the search committee until the position is filled. Application materials will be evaluated and the most qualified applicants will be invited to participate in the next step of the selection process. Incomplete and/or late application materials may not receive consideration.</p>
Deadline and Required Materials	<p><a href="https://wisconsin.wd1.myworkdayjobs.com/UW_Comprehensives/job/Stevens-Point-WI/Residence-Hall-Director_JR10005480">https://wisconsin.wd1.myworkdayjobs.com/UW_Comprehensives/job/Stevens-Point-WI/Residence-Hall-Director_JR10005480</a></p> <p><b>Files must be complete to be considered. Submission in PDF format is preferred for all attachments. Please include the following documents:</b></p> <ul style="list-style-type: none"> <li>- Cover letter addressing qualifications and experience</li> <li>- Resume</li> </ul> <p>(Official Transcripts may be required of finalist)</p>
Position Contact	<p>Employment will require a criminal background check. It will also require you to supply three (3) professional references/one (1) of which being a current or former supervisor. (Preference to supply five (5) professional references/two (2) of which being a current or former supervisors.) Your references will be required to answer questions regarding misconduct, sexual violence and sexual harassment.</p> <p>For additional information regarding the position, please call or email:  Jules Narlock, Position Contact, Search and Screen Committee  Email: <a href="mailto:jnarlock@uwsp.edu">jnarlock@uwsp.edu</a>  Phone: 715-346-2471</p>
Human Resources Contact	<p>If you have any questions regarding the application process, need special arrangements, or if you submitted your application with missing materials, please call or email:  Human Resources  Email: <a href="mailto:human.resources@uwsp.edu">human.resources@uwsp.edu</a>  Phone: 715-346-2606</p>
Special Notes	<p>The University of Wisconsin-Stevens Point is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, status as a protected veteran, or status as a qualified individual with a disability. UW-Stevens Point's mission is, "Through the discovery, dissemination and application of knowledge, UW-Stevens Point fosters intellectual growth, provides a broad-based education, models community engagement and prepares students for success in a diverse and sustainable world."</p> <p>Individuals with disabilities who need a reasonable accommodation during the application or interview process should contact Human Resources and Affirmative Action at 715-346-2606 or <a href="mailto:hr@uwsp.edu">hr@uwsp.edu</a>.</p>



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The safety and success of students, faculty, and staff at the University of Wisconsin-Stevens Point is paramount. The Jeanne Clery Campus Safety Act requires the distribution of an annual security report to all current and prospective students, faculty, and staff. You may obtain the complete report at <https://www3.uwsp.edu/protsv/Pages/Clery.aspx>

The University of Wisconsin-Stevens Point will not reveal the identities of applicants who request confidentiality in writing, except the identity of the successful candidate will be released. See Wis. Stat. sec. 19.36(7).

An offer of employment will require a criminal background check and authorization to work within the United States as required by the Immigration Reform and Control Act of 1986.

\*PTO offering prorated based on start date and hours worked.



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