

UAM OPERATING PROCEDURE 410.4
Re: Policy for Hiring Residence Hall
Directors and/or Graduate Assistants (GA)

December 3, 1998
Revised: July 1, 2011
Revised: February 24, 2020

It is a policy of the University of Arkansas at Monticello to staff its residence halls with qualified professionals.

A resident director is a half-time, live-in, professional usually with a completed undergraduate degree in college student personnel, counseling, psychology, social work or related field. It is the practice of the University to hire individuals seeking to earn a graduate degree in which the successful candidate is granted leave time for work on an advanced degree. Graduate courses, programs, and location of desired institution must meet the approval of the Vice Chancellor for Student Engagement. If the resident director is classified as a Graduate Assistant (GA), other requirements may be required and can be reviewed in Operating Procedure 520.5.

A resident director's duties include, but are not limited to: supervising a staff of 4-6 resident assistants, directing and enforcing residence hall and University policies, assisting students with problems or concerns, developing and preserving a harmonious group living situation, and working with students in the development of programs and activities.

A resident director's room and board will be provided on campus as a condition of employment. Board is not available to any other person associated with the employee. Room is available to the legal spouse and/or dependent(s) of the employee. If requested, a marriage license must be produced to provide proof of a legal marriage and/or union. Only unions recognized by the state of Arkansas will be recognized by the University.