

Elements of Assistant Residence Life Manager (ARLM) Job:

- Paraprofessional position
- Supervision of 6 student staff members (Residence Assistants)
- Work closely with a partner ARLM
- Help with the development of a Hiring Process and Training programs
- Oversee and plan Programming and Community Management
- Establish and maintain effective relationships with Interhall Council and connections with Campus Partners
- Participate in an On-Call rotation with other ARLMs as a support to Residence Life Staff in South Residence
- Oversee the Student Conduct in assigned Wings of Building
- Work approximately 24 hours per week— varying between Office Hours and Portfolio Work
- Salary \$15, 600 (under review)
- Single-loft style apartment with a separate kitchen & bathroom, fully furnished and utilities included—taxable benefit
- Approximate start date—month of June (under review)



Qualifications:

- Background in Student Services
- Residence Experience
- Leadership skills
- Knowledge of the Student Experience
 - First-year transitions
 - Engagement
 - Community management
- Part-time or Graduate Student

Facts About South Residence

- 1800 Students; 3 Buildings: Maritime, Prairie & Mountain
- Comprised of single, double, triple and quad accommodations in Traditional Style
- 2 ARLMs per building
- Each ARLM is responsible for:
 - ⇒ 6 Residence Assistants
 - ⇒ 6 Towers
 - ⇒ 2 Wings



For job descriptions please see our website: <http://housing.uoguelph.ca/>

Application (including Resume and Cover Letter) will be accepted by Amir Solowiejczyk at amirsolo@uoguelph.ca



Dates to Remember:

Monday January 30, 2012: Application Online
Tuesday February 21st, 2012: Applications Due
 February 27-29th, 2012 : Interviews at University of Guelph
 Thursday March 8, 2012: Offers Out
 Thursday, March 15th, 2012: Acceptances Due