

Residence Hall Director
University at Buffalo

Direct Link: <https://www.AcademicKeys.com/r?job=261450>

Downloaded On: Sep. 11, 2025 4:59pm

Posted Aug. 21, 2025, set to expire Aug. 4, 2026

Job Title Residence Hall Director
Department VPSL Campus Living
Institution University at Buffalo
Buffalo, New York

Date Posted Aug. 21, 2025

Application Deadline 08/20/2026
Position Start Date Available immediately

Job Categories Director/Manager

Academic Field(s) Residential Life

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Job Description

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Residence Hall Director

Position Information

Position Title: Residence Hall Director

Department: VPSL Campus Living

Posting Link: <https://www.ubjobs.buffalo.edu/postings/58577>

Job Type: Full-Time

Posting Detail Information

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Position Summary

Residential Life is accepting applications in an effort to fill a Residence Hall Director position.

As Residence Hall Director, you are responsible for the residential life functions in one or more residence halls, housing 500-600 students. Through supervision of a Graduate Assistant (Assistant Hall Director) and approximately 16-24 paraprofessional staff members, the RHD fosters a clean, safe, positive and inclusive community environment that encourages students to develop their fullest potential. This position includes educational, supervisory and administrative functions that promote student engagement, academic success, personal development and a strong sense of community through the implementation of the residential curriculum.

This is a 12-month, live-in position. Your duties may include:

- Student and professional staff supervision
- Programming
- Residential curriculum
- Crisis intervention
- Student conduct
- Maintenance and facilities management
- Housing operations/services
- Counseling, helping and conflict management
- Administrative time management

Level 1 Emergency Operations

In the event of an emergency, services related to the health and safety of students, faculty, staff, and guests, and the security and maintenance of facilities are essential and must continue. Employees hired into this position are designated as Level 1 meaning they are considered essential and are expected to report to campus so that these services will continue without disruption.

This is a pooled posting. Positions are filled on an as needed basis.

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Outstanding Benefits

Working at UB offers world-class benefits that exceed salary alone. There are personal rewards such as health and retirement plans, training opportunities and access to recreational resources. Here, people from all backgrounds and cultures challenge and inspire each other to discover, learn and succeed. We focus on creating and sustaining a healthy mix of work, personal life, and academic pursuits in an effort to support work-life effectiveness.

About Student Life

Student Life is dedicated to creating a student-centered environment that fosters engagement, well-being, and success. Guided by four strategic priorities-student engagement, health and wellness, personalized support, and advancing diversity, equity, inclusion, and justice-we provide transformative experiences that empower students to grow, lead, and thrive. As a member of Student Life, you'll join a team of passionate professionals united by shared values and a commitment to student success. We think big, act boldly, and pursue excellence with purpose. Together, we build inclusive communities, champion discovery, and celebrate the achievements that shape the UB experience.

Residential Life, a unit within the Division of Student Life, serves to provide the best residential living experience for students at the University at Buffalo. We support the University's mission by providing residential environments that assist students in being academically and personally successful.

University at Buffalo is an affirmative action/equal opportunity employer and, in keeping with our commitment, welcomes all to apply including veterans and individuals with disabilities.

Minimum Qualifications

- Bachelors degree with a minimum of one year of experience in college student supervision, judicial affairs, orientation or student activities.
- Excellent administrative and communication skills are required.
- Based on the need to respond to crisis situations and serve on a duty rotation, travel within the campus, between campuses and off the campus is required. Candidates will need to demonstrate their ability to meet the transportation needs of the position.

Preferred Qualifications

- Masters degree in Higher Education, Student Affairs, Counseling, Student Personnel, Education or related field with one to three years of post-bachelors degree experience in residence hall or

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university apartment experience is preferred.

- Due to the transportation needs of the position, a valid license to operate a motor vehicle in NYS is preferred.

Physical Demands

Salary Range

\$53,500

Special Instructions Summary

Is a background check required for this posting?

Yes

Contact Information

Contact's Name: Kerri Bigler

Contact's Pronouns:

Contact's Title: Office Assistant for Residential Life

Contact's Email: kbigler@buffalo.edu

Contact's Phone: 716-645-2173

Posting Dates

Posted: 08/20/2025

Deadline for Applicants:

Date to be filled: 11/20/2025

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

University at Buffalo

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