

POSITION DESCRIPTION

Position Title: Men's Residential Educator

Work Schedule: Full-time live-in position, 12 Months (10 months full-time and 2 months half-time)

Supervisor: Director of Residential Education

Student Development & Supervision

- Promote and support the learning outcomes of all Tabor College students, collaborating with Academic Programs and the development of intentional programming within Student Life
- Serve as a Christian role model and mentor for students in a residence hall of 150–200 residents
- Supervise, train, instruct, and evaluate 4–8 Resident Assistants (RAs); lead weekly 1-on-1s and staff meetings
- Coordinate RA duty schedules and assist in recruiting and training new RA staff
- Guide students through personal and community challenges with care and accountability
- Facilitate student programming and community-building events

Housing Operations & Campus Presence

- Maintain a visible presence in residence halls and during student life events
 - Lead housing operations: room assignments, fire/safety checks, maintenance reporting
 - Participate in move-in, check-in, orientation, and housing placement processes
 - Serve in an on-call rotation, including evenings and weekends
 - Support crisis response and student intervention processes as needed
 - **SAB Advisor Responsibilities** include calendar coordination, planning, budgeting, and leading students in the execution of campus events consistent with the Tabor College mission, vision, values, Community Commitment, and Student Life Outcomes.
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Required Qualifications & Abilities

- Bachelor's degree required; master's degree preferred
- Experience in Residence Life preferred
- Strong interpersonal, communication, and conflict resolution skills
- Ability to manage responsibilities involving evenings and weekends
- Has a demonstrable faith in Jesus Christ