

Office of Housing & Residence Life Graduate Resident Director Position

The Graduate Resident Director (GRD) is a member of the professional live-in Residence Life staff at the University of Pittsburgh at Greensburg. Among other things, the GRDs are responsible for the overall management of one of our five residence halls on campus. The GRD supports the department and the University in its mission, goals, and policies.

An overview of duties & responsibilities of the position are below:

1. Be available for assistance to students and establish regular office hours in the residence hall. Meet with students as part of procedures consistently and fairly.

Work with facilities and campus police to ensure

24-hour call/duty rotation and respond to concerns as they arise. Each GRD works approximately one night/week and one weekend/month, as well as during

educational programs & initiatives as part of the department's

orientation, and training; housing procedures and opening and closing of

residence halls at the beginning and end of each semester and scheduled break periods.

Residence Hall Association (RHA).

Collateral assignment opportunity: If interested, the GRD may choose a functional area that they can work in as a collateral assignment. The GRD will work with their