# Co-Director of Residential Life

**Employer**
International Affairs, Office of

**Employer Type**
On Campus

**Category**
Program Supervisor

**Job Type**
On-Campus Jobs

## Program Description
Program Overview: The Yale Young Global Scholars Program (globalscholars.yale.edu) is a high school academic enrichment and leadership development initiative that is administered by Yale’s Office of International Affairs (OIA). The Yale Young Global Scholars Program consists of over 1300 high school students split into 6 two-week sessions, with 2 sessions running concurrently on the following dates:

- **June 19 – July 2, 2016**
  - (1) Politics, Law, and Economics (PLE)
  - (2) Applied Science & Engineering (ASE)
- **July 8 – July 24, 2016**
  - (1) International Affairs & Security (IAS)
  - (2) Biological & Biomedical Science (BBS)
- **July 26 – August 8, 2016**
  - (1) Technology, Innovation, & Entrepreneurship (TIE)
  - (2) Sustainability, Energy, & Environment (SEE)

Each program hosts 200 rising junior and seniors, who are selected through a highly competitive application process from all over the world. All programs are taught at the college level and focus on leadership development, written and oral communication skills, and mastering critical concepts that will help prepare students for college. Students also live and eat in Yale’s residential colleges and participate in a wide range of recreational activities. The Co-Directors of Residential Life are members of the YYGS Leadership team and responsible for overseeing the non-academic component of the programming and supervising students when they are not in class.

## Position Description
Reporting to the Director Co-DRLs will:

- Manage all social and non-academic aspects of the Program.
- Create a safe, nurturing environment for students in the residential college.
- Manage check-in and check-out procedures during registration and departure days.
- Communicate program rules and procedures to staff and students, and enforce student discipline as necessary.
- Organize a system of classroom attendance checks, floor/bed checks, and late-night and overnight supervision.
- Organize recreational activities for students, to include trips to museums, games and athletics, and a talent show at the end of the session.
- Serve as a presence in the dining halls and a key interface with parents during student arrival and departure.
Serve as a 24/7 in the residential college, available throughout the night in the event of a non-medical emergency.

Serve as a liaison to residential college Facilities as well as a resource to students with questions or concerns.

### Job Requirements

**Qualifications:**

1. At least 5 years of experience teaching, mentoring, and working with high school students.
2. Demonstrated knowledge and experience with counseling high school students and tending to their emotional well-being.
3. Excellent oral and written communication skills, with a demonstrated ability to interact with parents, staff, and students.
4. Excellent organizational skills, accuracy, and attention to detail.
5. Ability to respond appropriately to emergent issues at all hours of the night.
6. Demonstrated flexibility and agility in order to adapt to changing work demands

*On-campus housing is available and is required. Meals provided. Dinner provided on arrival day; 3 meals / day provided for the duration of the program.*

<table>
<thead>
<tr>
<th>Job Requirements</th>
<th>Qualifications:</th>
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<tbody>
<tr>
<td><strong>Hours</strong></td>
<td>40.0 hours per week</td>
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<tr>
<td><strong>Compensation</strong></td>
<td>$5000 per two-week session</td>
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<tr>
<td><strong>Job Level</strong></td>
<td>Student or Casual Worker</td>
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<td><strong>Time Frame</strong></td>
<td>Summer</td>
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<td><strong>Work Location</strong></td>
<td>Jonathan Edwards College or Pierson College</td>
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