



ALABAMA SCHOOL OF CYBER TECHNOLOGY AND ENGINEERING

JOB TITLE: Resident Life- Contract Staff **REPORTS TO: Director of Residential Life**

DESCRIPTION: A contract staff member supports the live-in staff of the residential program by assisting with duties in the residential hall. Those duties include but are not limited to:

- Support front desk operations and student check-in/check-out
- Build community with boarding students through activities, conversation, and relationships
- Participate in student weekend activities in the residential program
- Proctor study hall and ensure students are completing academic assignments
- Other duties in residential building as assigned by residential staff

A successful candidate should be willing to build real relationships with high school students, coach and mentor students as they live in the residential community, and provide administrative support to the staff.

We are looking for people who want to invest in the next generation of student leaders. The contract position is not regularly scheduled, allowing flexibility to sign up for any open shifts in the schedule.

Benefits include \$15.00/hr, experiences, and activities included in employment expectations and meals while working.