



# Housing & Residence Life

THE UNIVERSITY OF CHICAGO

## Resident Head FAQs

### Qualifications:

#### *Do I need to be married?*

No. Resident heads may be married, coupled, or single.

#### *What type of university affiliation do I need?*

At least one member of a resident head couple must have a direct affiliation with the University outside of the RH position. This can be as a graduate student, faculty, or exempt administrative staff. Non-exempt staff do not qualify for the position.

#### *Will my parental status affect my application?*

Families of all sizes are welcome to apply. To best match your family to a Resident Head apartment, Housing & Residence Life has asked for information about family size.

### Selection:

#### *How long does the selection process take?*

The selection process typically takes a minimum of 10 weeks from the close of applications through the first appointment. While it is our goal to have all vacancies filled by the end of 7th week of Spring Quarter the process may extend into early summer.

#### *How many RHs are hired each year?*

Due to the academic hiring cycle staff vacancies are hard to predict. On average Housing & Residence Life appoints 7-10 new Resident Heads per year.

#### *When does the selection process take place?*

The selection process occurs during the Winter and Spring Quarters of each academic year.

## **Job Responsibilities:**

### *Am I required to eat in the dining halls?*

An expectation in Housing & Residence Life when it comes to community building is for staff to be present and spend time at their respective House Table in the dining commons. The House table is an extension of the House community. It is a great way to connect with your students and in doing so build relationships that benefit both the students and the House.

Resident Heads are required to eat a minimum of 8-10 meals per week with their residents at the House Table. To allow for this, an unlimited meal plan is provided to Resident Heads and their dependents.

### *How much time does the RH position require?*

The RH position requires a fair amount of time. In addition to hosting weekly study breaks, House meetings and being available for your residents, RHs are required to attend bi-weekly staff meetings and regularly scheduled quarterly in-services. Resident Heads should be in the House as much as possible when residents are present, such as late evenings and weekends.

### *How often do I need to be at home?*

Housing & Residence Life expects that you spend a minimum of 4-5 evenings per week in your house, available to your residents.

## **Training:**

### *How long is new staff training?*

Resident Heads are provided a variety of training opportunities, including in-services prior to the start your appointment, extensive training in fall (during the last 2 weeks of August and early September), and quarterly in-services during the academic year. Training dates will be shared during the spring quarter prior to your appointment.

### *What types of training can I expect during the academic year?*

All staff are required to attend quarterly Saturday in-service training sessions. New RHs are also required to participate in a series of training meetings scheduled on Fridays during lunch-time throughout the academic year.

### *Who is expected to attend new staff training?*

All staff are expected to attend Resident Head training. The dates will be announced in advance. Staff will need to make arrangements for childcare and absences from work and studies to attend training.

**Miscellaneous:**

*Are pets allowed?*

Yes, dogs, cats and fish are allowed. There are explicit guidelines for the breeds, weight, and number of pets that RHs may bring into the residence halls and approval must be approved by the Housing & Residence Life Office. Please see the HRL pet policy for more information.

*Can I smoke in my apartment?*

No. All of our residence halls are smoke free environments.

*How many bedrooms will my apartment have?*

The vast majority of Resident Head apartments feature at least 2 bedrooms and 1 private bath. Apartments include in-unit laundry, and a small shared storage area.

*When will I be able to move into my apartment?*

Apartments are generally available for occupancy usually beginning August 15. (That is the earliest date new Resident Heads can access their apartment space).

*Will my apartment be furnished?*

Generally, the apartments will be furnished to the needs of the specific Resident Head. Apartments can come partially to completely furnished.