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Position Announcement

**Auburn University**

**Executive Director of University Housing**

Chartered in 1856 and established as the first land-grant college in the South in 1872, Auburn University today enrolls nearly 31,000 students in over 150 programs of study. Ideally located on 1,841 acres just one hour from the state capital of Montgomery and two hours from Atlanta, GA, Auburn is the second largest university in Alabama and one of the state's two public flagship universities. Classified among "R1: Doctoral Universities – Very High Research Activity,” and producing five Rhodes Scholars and five Truman Scholars, Auburn University remains on the educational forefront with its traditional blend of arts and applied science, changing with the needs of today while living with a respect for the traditions and spirit that are Auburn. With over 300 student clubs and organizations from which to choose, a 20:1 student/faculty ratio, and an exciting Division I athletics program that competes in the Southeastern Conference, Auburn is a seminal destination for living, working, and a world class education.

**The Position**

Reporting to the Associate Vice President for Student Affairs, the Executive Director for University Housing (Executive Director) provides vision, leadership, and strategic direction for the University’s comprehensive student housing program, accommodating over 4,000 students in on-campus residence halls and leased off-campus apartment complexes, as well as Property Management Services, which provides custodial and maintenance support to both University Housing and Campus Dining. The Executive Director effectively manages the University Housing and Property Management budgets, ensuring sound fiscal operations; coordinates the development of short- and long-range plans for the maintenance and improvement of University-owned housing facilities; manages master off-campus leases for nearby apartment complexes; supports, in collaboration with the Director of Property Management Services and the Director of Campus Dining and Concessions, the creation of renovation, refreshment, and capital project plans; and provides oversight and guidance for the summer conference program, guest and transient housing program, and other activities to ensure a high level of space utilization of housing facilities annually. Additionally, the Executive Director monitors student housing applications and assignment data to determine the accuracy of projected occupancy; establishes departmental priorities supporting student learning and success; evaluates and ensures departmental effectiveness and efficiency through on-going data collection and assessment efforts; and engages a diverse student body and workforce in fostering a welcoming, supportive, and inclusive environment that promotes connection to campus life.

The Executive Director manages a staff of 56 in University Housing and Property Management, including five direct reports, and oversees operating budgets totaling approximately $26.8 million and a University Housing reserve of $32 million.

**Qualifications**

A master's degree in higher education, education, management, business administration, or a related field is required, with at least ten years of progressively responsible leadership experience within student housing and residence life in a university setting, including experience in budget planning, personnel management, student development, program evaluation, facilities management, and operations.

The successful candidate should have extensive working knowledge of housing operations, assignments, residence life functions, and trends related to housing, student conduct, and dining; demonstrated ability to successfully perform managerial responsibilities in a complex regulatory, legal, policy, and political environment that best meets the needs of the students, department, division, and university; and a proven record of successful staff supervision and motivation, providing solid organizational leadership at all times. The ability to solve complex issues; demonstrated experience and the ability to interact with diverse constituents; strong interpersonal and human relations skills; excellent written and verbal communication skills; and knowledge of applicable laws (Clery Act, FERPA, VAWA, Title IX, Fair Housing Act, HIPPA, etc.) are highly desirable.

**Application and Nomination**

Review of applications will begin **November 5, 2021,** and continue until the position is filled. A resume with an accompanying cover letter may be submitted via the Spelman Johnson website at[**www.spelmanjohnson.com/open-positions**](http://www.spelmanjohnson.com/open-positions)**.** Nominations for this position may be emailed to J. Scott Derrick at [jsd@spelmanjohnson.com](mailto:jsd@spelmanjohnson.com). Applicants needing reasonable accommodation to participate in the application process should contact Spelman Johnson at 413-529-2895.

**Visit the Auburn University website at** [**http://www.auburn.edu/**](http://www.auburn.edu/) **and the University Housing website at** [**http://auburn.edu/administration/housing/**](http://auburn.edu/administration/housing/)**.**

*Auburn University recognizes its ethical and legal obligation to provide a work environment in which employment opportunities are open to all qualified individuals without discrimination on the basis of race, color, sex (which includes sexual orientation, gender identity, and gender expression), age, religion, national origin, disability, protected veteran status, or genetic information. The University affirms its commitment to this principle and to an affirmative action program which not only establishes the goal of achieving equal opportunity in employment, but which also detects and eliminates any elements of discrimination in employment which may be found to exist within the institution. The University also commits itself to maintaining on a nondiscriminatory basis the conditions for continuing employment and for individual advancement within the job structure of the University.*