# Student Leadership Advisor
*Position Description for Graduate Assistantship*

The Student Leadership Advisor provides leadership in the advising of all aspects of the Residence Hall Association (RHA) and the National Residence Hall Association (NRHH) and provides training and support to the Residential Life staff in their work with community councils. The advisor is responsible for creating and supporting intentionally structured residence hall leadership development activities including leadership workshops/experiences and a student leadership conference (i.e., leadership kickoff), serving as a connection to the leadership efforts of other University entities, and coordination of RHA representation at department and university functions. The Student Leadership Advisor reports directly to the Assistant Director of Conduct & Engagement and works 20 hours a week, primarily Monday-Friday between 8:00am-4:30pm. This role is not remote and requires regular in-person meetings and collaboration with various groups. Duties and responsibilities include, but are not limited to:

Student Leadership Advising
- Advise RHA during weekly Monday meetings from 4:00-6:00pm and provide ongoing training and support to RHA and NRHH executive board members through regular one-to-one meetings.
- Communicate issues raised by students with supervisor and help facilitate communication of information back to students.
- Implement initiatives to recognize student leaders, oversee the leadership resource center, and student leadership marketing materials.
- Participate in MACURH/NACURH advisor meetings.
- Eat with students in campus dining facilities on a regular basis.

Leadership Program Development
- Lead and facilitate a student leadership conference, Leadership Kickoff, for approximately 200 student leaders
- Develop and coordinate additional leadership development workshops/experiences as appropriate
- Work with residential education staff (Hall Directors, Community Advisors) to provide advising training during the annual training of Community Advisors
- Communicate with residential education staff and coordinate RHA/NRHH issues, programs, and leadership opportunities in support of the development of successful community councils.
- Serve as student leadership connection to the leadership efforts of Student Activities and other campus entities
- Seek opportunities to connect Divisional/Minnesota State Mankato initiatives (access and involvement of underrepresented students) to leadership development.

- Organize/attend student leadership conferences with Minnesota State Mankato delegation at state, regional, and national levels.

The Student Leadership Advisor shall also assist the Department of Residential Life in other ways, as requested or assigned.

Additionally, in coordination with their supervisor, the Student Leadership Advisor can explore opportunities to gain professional development experience within and outside of Residential Life.

Required Qualifications:
- Bachelor's degree
- Admitted to Minnesota State University graduate program by start date
- Enrollment in a minimum of six (6) graduate credits per semester during assistantship and maintain good academic standing and full-time status
- Valid driver's license and DVS records check with an acceptable rating
- Be able to work at least 12 hours per week, spread across a minimum of four weekdays, during business hours (8:00AM-4:30PM) and be able to work Mondays from 4:00 – 6:00 PM

*Prior to the date of employment, the position requires a criminal background check conducted by the Minnesota Bureau of Criminal Apprehension (BCA).*

Preferred Qualifications:
- Administrative skills, including an ability to effectively manage multiple priorities
- Knowledge of student leadership in a higher education and/or residence hall living environment
- Strong verbal and written communication skills
- Demonstrated commitment to fostering a diverse working and learning environment
- Effective self-management, team management, and conflict resolution skills

A 2-year commitment to the position is preferred but not required.