

## Faculty in Residence Position Description

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### **SUMMARY**

Faculty in Residence will establish an academic life and culture in the Residential Colleges. Faculty in Residence will live in our campus residential colleges, form strong connections with the residents, and become an integral academic and community leader. Faculty in Residence bridge the classroom experience by hosting regular conversations over dinner with students, inviting and hosting guest speakers, and organizing and hosting community tours to events and landmarks of cultural, historical, and social significance in the greater Los Angeles area.

Faculty in Residence are expected to support the academic mission of the University, the welfare of residents, and the goals and objectives of the Division of Student Affairs through the Office for Residential Education. Faculty in Residence will work closely with the Residential Education staff, who are committed to providing an environment that supports the holistic development and success of all our residents from their first-year to their graduate career. Faculty in Residence will carry out their work through three main components: 1) Serving as a model and mentor to residents in the residential colleges, 2) initiating and participating in residential college programming, and 3) facilitating the involvement of other campus faculty colleagues in residential colleges.

All Faculty in Residence will work directly with the Office for Residential Education staff in their local building/area to develop and organize academic programming including: curricular activities, tours and excursions, cooperative community service projects, special events, and guest speaker programs.

### **ELIGIBILITY CRITERIA**

Faculty in Residence must be full-time members of the University faculty. Faculty in Residence must support the benefits of a living/learning environment, be strongly committed to undergraduate and graduate education outside of traditional academic framework, and have a willingness to invest time and energy in support of the aims of the Residential College program. Faculty in Residence must be excellent communicators in both one-one and group settings; effective event programmers (including conception, promotion, implementation and assessment); able to work collegially and effectively with diverse constituencies, including students, faculty, and staff; and accessible and approachable to students.

Full-time residency in the provided Faculty in Residence apartment is central to the position except during breaks and research/teaching obligations. The majority of duties expected of Faculty in Residence shall be conducted during the 9-month academic school year. However, all Faculty in Residence should expect to begin planning meetings and orientation at least one week prior to the Move-In & Welcome Experience. Faculty in Residence have full occupancy of their residences and campus throughout the entire calendar year, and their meal packages and parking permits will be sustained during the summer months, when Faculty in Residence have minimal obligations.

### **BENEFITS**

Benefits for these positions are provided with the understanding that these resources (e.g. a meal package) are necessary for enabling interaction with residents and fostering community, and that Faculty in Residence will use these resources for these purposes. Benefits of the position include the following:

- A 2-3 bedroom apartment including utilities
- A meal package to be used in the Residential College Dining facilities for self and partner/spouse
- Eligibility to purchase two (2) reserved parking spaces (if needed) in the associated parking facility
- Permitted to have one pet, dog (40 lb. limit) or cat (domesticated), and all fish (not to exceed a 10 gallon tank)

## **TERM OF APPOINTMENT**

An initial Faculty in Residence appointment is for 4 years, with the option for one 4-year renewal based on annual evaluations and demonstration of exceptional/exemplary service.

## **FACULTY IN RESIDENCE PARTICIPATION REQUIREMENTS**

- Facilitate, plan, and administer a minimum of 3 events per semester, in addition to Faculty in Residence Receptions and weekly/monthly dinners
- Spend approximately 6- 8 hours per week engaged in residential community activity (eating in Residential College dining facilities, meeting with students and staff, participating in RA programs, supporting Residential College events etc.)
- Participate in staff training and orientation for new Faculty in Residence
- At the start of each academic year, participate and show presence during move-in days & activities
- At the start of each academic year, provide a welcome letter to residents describing your academic expertise, personal interests, hobbies, office hours and possible program plans
- Participate in on-going assessment of the program including an annual report summarizing activities
- Attend bi-weekly Faculty in Residence meetings with the FIR Leads & Senior Director
- Attend bi-weekly meetings, as needed, with the Residential College Coordinator
- Cultivate and enhance existing Residential College traditions (i.e. FIR dinners, Tuesdays Tea, etc.)
- Attend training sessions and meetings related to the program
- Work closely with Residential Education, the Department of Public Safety, and Auxiliary Services to develop the overall environment of the Residential College

## **FACULTY IN RESIDENCE PROGRAM COMPONENTS**

### I. Serving as a Model and Mentor

Faculty in Residence are in a unique position to model a balanced life of academics and personal interests and activities among students in the Residential Colleges. Informal interactions with individual students are integral to the Faculty in Residence program; the nature of each interaction will vary and be influenced by the intellectual and developmental maturity of the student.

Examples might include:

- Study breaks, typically during midterms or near final exams, with healthy snacks and an opportunity to relax and de-stress.
- Meeting with and talking to residents, as needed, either in the residential dining area, at events, or even sometimes one-on-one.
- Attending RA team meetings on a regular (monthly) basis to become familiar with the department and structure of the residential community, and to interact with individual community team members.
- Participating in Residential College Cup and other large-scale events.
- Family style dinners, in a Faculty in Residence apartment, with 10-15 students.

### II. Residential College Programming

Faculty in Residence assist the RA team in creating programs each semester that foster curiosity and interest in educational and/or cultural activities beyond the classroom. Programming can be based on demonstrated resident needs, faculty interests or particular events happening in the world or on campus. Some programs may stem from or specifically involve the Faculty in Residence, while for others, the Faculty in Residence may consult or act as a resource.

Examples might include:

- Weekly/monthly area gatherings with residents and invited guests, with food. Past guests have included USC Provost, Vice President for Student Affairs, Dean of Religious Life, various faculty talking about their research, LA Times journalists and editors, professional chefs, LA school administrators, a US Magistrate Court Judge, and a Senior Engineering Manager from Google.
- Receptions for parents and other family members (e.g., on Move-in Day and during Trojan Family Weekend)
- Off-campus excursions to restaurants, to “Explore LA Culture through Food.”
- Trips to museums (e.g., the Getty Center) or LA Artwalk.
- Hikes and bike trips with smaller groups of residents.

### III. Involvement

Faculty in Residence are expected to assist staff in facilitating other faculty participation in residential college programming. Their role as Faculty in Residence enables them to act as a resource and create opportunities for informal interactions between faculty and students to enhance the personal growth and development of students, and to assist faculty in gaining a deeper understanding of students’ developmental, academic, and transitional needs to improve their interactions in the classroom.

Examples might include:

- Faculty panel to discuss undergraduate research opportunities, a current international issue, or another topic of interest.
- Small-group discussions held at a lounge area in the residential community or the Faculty apartment, centered on a topic of mutual interest to the students and the faculty guest.
- 2-3 faculty invited to cook their favorite dish and share dinner with a small group of residents.
- Invite a faculty colleague to have dinner and discuss a selected topic.

### **IMPORTANT DATES**

Below are events that Faculty in Residence are required to attend. Once calendar dates are solidified each year, these will be shared with the group:

- FIR Orientation
- Move-In & Welcome Experience
- Convocation
- Residential College Cup Opening Ceremonies
- Trojan Family Weekend
- Spring Resident Move-In & Welcome Experience (including Spring into SC)
- Residential College Graduation Recognition Ceremony (anticipated to start Spring 2022)