

Head Resident

POSITION DESCRIPTION

The Academia Latina Head Resident needs to be enthusiastic, enjoy engaging with young people, possess leadership skills, and understand how to collaborate effectively within a team. This role demands strong time management, organizational abilities, the skill to prioritize, and manage various tasks in a fast-paced and ever-evolving setting. Furthermore, the Head Resident should exemplify responsible conduct by being punctual, dressing appropriately, staying focused on tasks, and avoiding unnecessary drama.

QUALIFICATIONS & SKILLS

Extensive experience with middle and high school students. Collaborative work with college students. Proficient in team leadership, effective communication, grace, and bilingual proficiency in Spanish and English. Head Residents are required to have completed a minimum of two years of college and be actively pursuing or have obtained a college degree. Additionally, they must have at least two years of prior experience as an Academia Latina Senior Counselor. Essential qualities for this role include interpersonal skills, supervisory abilities with college students, and a dedicated work ethic.

DUTIES

- Compliance with SOU Youth Program policies
- Promoting Senior Counselor positions
- Familiarizing with program logistics
- Supervising counseling staff
- Anticipating and addressing problems
- Maintaining facilities
- Assisting with record-keeping and incident reports
- Coordinating with administrative staff
- Assisting with workshops and office tasks
- Administering first aid
- Overseeing evening activities and being on-call
- Residing on-campus during the program



HOW TO APPLY

To apply to the position of Head Resident for the Academia Latina program, please send your resume & cover letter to the Latino/a/x Youth Program staff at latinoprograms@sou.edu.

ACADEMIA LATINA

To learn more about the Academia Latina program, including dates, times, and details of the upcoming summer camp, visit youth.sou.edu/academia.