Title: Graduate Assistant for Restorative Initiatives

Status: Graduate Assistant, 12-month appointment

Supervisor: Assistant Director for Residential Student Conduct, Residential Life

Dates: July 1 – June 30

Specific Responsibilities:
1. Provide programmatic and administrative support for restorative practices (RP) community-building initiatives within the residential communities. Support the development of the UMBC Residential Curriculum. Develop a system for intakes, resolution, tracking and general case management of restorative cases. Assist with the implementation of community standards meetings, mediations, and conflict resolution for the residence community. With the Residential Conduct unit, coordinate the recruitment, the selection, and the initial and ongoing training and development of the Peer Review Council. With the Residential Conduct unit, plan and execute trainings and outreach programs to build awareness of restorative practices within the community and provide restoratives practices skill building trainings for staff, student leaders and residents. Attend weekly restorative practices meetings.

2. Provide programmatic and administrative support for restorative practices accountability initiatives in collaboration with Student Judicial Programs and Residential Life. Assist in the development, the logistics, and the facilitation of University/community-wide RP workshops. Meet with and schedule students requesting restorative practices services. Assist with the case management of restorative cases.

3. Support divisional and University restorative practices projects through planning, implementation and evaluation. Serve on the UMBC host committee to provide support and assist in the execution for the Circle of Restorative Initiatives Conference. Plan and implement efforts to provide outreach to the university committee on restorative practices.

4. Develop and maintain effective working relationships and partnerships with the campus community, and community partners. Support and develop marketing and branding initiatives for restorative practices.

Residential Life Expectations:
Participate as an active member of the Residential Life staff, including attendance at weekly residential life unit meetings, monthly department meetings, and participation in staff training, winter and spring retreats and RP workshops, and weekly restorative practices collaboration meetings with Student Judicial Programs. Maintain a minimum of 20 hours per week.
Qualifications:
Education and Training: Bachelor's degree in a related field; Experience working/teaching/training in university or community settings; some programmatic and administrative experience; demonstrated success supervising, teaching, or working with diverse communities.

Strong commitment to fostering diversity and equal opportunity; strong written and oral communication skills; strong public speaking skills; and ability to work both independently and cooperatively with various levels of staff, administrators, students, and external groups.

Preferred Qualifications: Acceptance into a graduate program at the University of Maryland Baltimore County is preferred. Experience with social justice education; public speaking and experience developing curriculum materials; project management and supervisory skills; marketing and promotion; and an ability to contribute to ongoing improvements in creative and innovative ways.

Salary:
Remission of tuition for 9 credits per semester, or 18 credits within 12 months (does not include mandatory graduate student fees), and meal plan (while the University is in session). Partial University of Maryland System benefits and salary for the 12-month appointment.

Apply to:
To apply please send a cover letter, resume, and the names and contact information of three references to RLrecruitment@umbc.edu with Graduate Assistant for Restorative Initiatives as the subject line.

Student Affairs Mission Statement:
The Division of Student Affairs facilitates learning and prepares students for success in our multi-cultural and increasingly global society and work force.

Residential Life Mission Statement:
The mission of Residential Life is to provide facilities, services, and programs that support the academic mission of the institution and enhance the quality of life for students that live on campus. Residential Life staff foster the personal, social, academic, and leadership development of resident students and prepare them to be active and responsible citizens within the UMBC community and beyond.

Residential Life Vision Statement:
Residential Life co-creates exceptional and innovative living-learning environments for our campus community.

UMBC is an Equal Opportunity, Affirmative Action Employer. Women, persons of color, and persons with disabilities are encouraged to apply.