



Title: *Graduate Assistant for Restorative Practices*

Status: *Graduate Assistant*

Supervisor: *Assistant Director for Student Conduct*

Dates: *January 10 – June 30*

RESIDENTIAL LIFE

University of Maryland, Baltimore County
1000 Hilltop Circle, Baltimore, MD 21250

reslife.umbc.edu // p: 410.455.2591

Qualifications:

Required Qualifications:

- Earned Bachelor's degree with acceptance into a post baccalaureate graduate program at any of the USM campuses required;
- 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 in the area of Education, Policy, Psychology, Leadership, Sociology, or a related field.
- Experience with social justice education; public speaking and experience developing curriculum materials;
- Project management and supervisory skills; marketing and promotion;
- Ability to contribute to ongoing improvements in creative and innovative ways.
- Highly qualified candidates will be highly motivated, organized and detail oriented. They will have excellent interpersonal, communication, writing, and presentation skills. They will have the ability to work independently and in teams.

Specific Responsibilities:

1. Provide programmatic and administrative support for restorative practices (RP) community-building initiatives within the residential communities.
 - a. 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.
 - b. With the Residential Conduct unit, coordinate the recruitment, the selection, and the initial and ongoing training and development of the Peer Review Council.
 - c. With the Residential Conduct unit, plan and execute trainings and outreach programs to build awareness of restorative practices within the community and provide restorative practices skill building trainings for staff, student leaders and residents.
 - d. Attend weekly staff meetings, and restorative practices meetings
2. Provide programmatic and administrative support for restorative practices accountability initiatives in collaboration with Student Conduct and Community Standards
 - a. Assist in the development, the logistics, and the facilitation of University/community-wide RP workshops.
 - b. Support the success of responsive restorative practices by scheduling and meeting with students requesting restorative practices services.
 - c. Assist with the case management of restorative cases

3. Support divisional and University restorative practices projects through planning, implementation and evaluation.
 - a. Serve on the UMBC host committee to provide support and assist in the execution for the biennial Circle of Restorative Initiatives Conference, and the biannual MD Higher Ed RP Meeting.
 - b. Plan and implement efforts to provide outreach to the university committee on restorative practices.
 - c. Develop and maintain effective working relationships and partnerships with the campus community, and community partners.
 - d. 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 (end of August), winter retreat (second week in January) and summer retreat (second week in July) and RP workshops, and weekly restorative practices collaboration meetings with Student Conduct and Community Standards. Maintain a minimum of 20 hours per week.

Salary:

Remission of tuition for 9 credits per semester, or 18 credits within 12 months (does not include mandatory graduate student fees), 10-meal plan (while the University is in session). Partial University of Maryland System benefits and salary range commensurate with degree program.

Apply to:

To apply, email tfultz@umbc.edu and attach a cover letter, resume, and the names and contact information of 3 references.

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.

Residential Life Diversity Statement:

UMBC is a community composed of students, faculty, and staff of different cultures, sexes, genders, ethnicities, socioeconomic backgrounds, religious affiliations, races, sexual orientations, and levels of ability. We take pride in that diversity. Each of us must do our part to encourage productive interaction and relationships among the residents who live in our residence halls and apartments. Residential Living exposes students to individuals and experiences that will help them learn about themselves and others, and how the differences and similarities they discover impact their daily lives. We believe that there is a great deal to be learned, taught, and shared by each of us.

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