

Residentia Life

General Description

The Graduate Residence Coordinator (GRC) is a live-in graduate student staff member in the Department of Residential Life who is responsible for supporting a full-time Residence Coordinator (RC) in the administration of a living community. Under the supervision of the RC, this role supports all aspects of building management including student staff supervision, administration, and community development efforts.

Student Outreach & Crisis Management

Serve as part of the departmental on-call rotation, and coordinate response to crisis

Provide on-scene response to campus situations and offer support for Resident Assistants (RA) in conjunction with emergency response personnel

Utilize and follow departmental protocol and procedures

Aid in student of concern outreach and follow-up as directed

Mediate roommate and group-related conflicts as needed

Serve as a campus security authority, university hearing officer, and conduct administrator for assigned community

Staff Supervision



Conditions of Employment

GRCs are required to live in a residence hall apartment and be available for irregular hours, extended workdays, on-