



Resident Head FAQs

Qualifications:

Do I need to be married?

No. Resident heads may be single, married, coupled, or other.

What type of university affiliation do I need?

At least one member of a resident head couple must have a direct affiliation with the University outside of the RH position. This can be as a graduate student, faculty, or exempt administrative staff. Please note below the eligibility requirements for applicants are as follows:

Graduate Students: Graduate students are restricted from UChicago employment of more than 20 hours per week. Each individual Resident Head (whether coupled or single) requires a commitment of 20 hours/week. Students may not work as a Resident Head if they have any additional UChicago employment (teaching, research, or any other UChicago employment). All graduate students must submit the Dean of Students certification form with their application or the application will be considered incomplete.

Foreign National Graduate Students and Visa restrictions: Foreign National Graduate Students are welcome to apply and serve in the Resident Head role provided that they are eligible for on-campus work under their visa and have no other hourly commitments (except the 20 hours/week commitment for the Resident Head position). Housing & Residence Life is not able to sponsor any Foreign National after graduation from their program. Please consult the Office of International Affairs for more guidance on your specific eligibility. All graduate students must submit the Dean of Students certification form with their application or the application will be considered incomplete.

Postdoctoral Teaching Fellows: Teaching Fellows or students transitioning to Teaching Fellow appointments are not eligible to work as Resident Heads.

Postdoctoral Fellows or Scholars: Postdoctoral Fellows and Scholars are not eligible to work as Resident Heads.

Faculty/OAA/Staff: Non-student candidates for the Resident Head position must be exempt, full-time employees (benefits eligible and work a weekly schedule of 35 hours or more). Human Resources must confirm eligibility for work. The expectation is that Resident Head candidate(s) inform their supervisor of their decision to be a Resident Head, should they be offered and accept the position.

Will my parental status affect my application?

Families of all sizes are welcome to apply. To best match your family to a Resident Head apartment, Housing & Residence Life has asked for information about family size.

RH Selection:

How long does the selection process take?

The selection process typically runs for much of the Winter & Spring Quarters, but due the delay of the process amidst the pandemic, we hope to start and complete all hiring in a much shorter period of time. For this year's RH selection process, we hope to have all vacancies filled for 2021-2022 by the middle of June. We will continue to accept applications until June 15, 2021 and will extend the process if necessary.

How many RHs are hired each year?

Due to the academic hiring cycle staff vacancies are hard to predict. On average Housing & Residence Life appoints 7-10 new Resident Heads per year.

Job Responsibilities: *Please review the 2020-2021 job description posted on our website.*

How much time does the RH position require?

The RH position requires a fair amount of time. In addition to hosting weekly study breaks, House meetings and being available for your residents, RHs are required to attend bi-weekly staff meetings and regularly scheduled quarterly in-services. Resident Heads should be in the House as much as possible when residents are present, such as late evenings and weekends.

How often do I need to be at home?

Housing & Residence Life expects that you spend a minimum of 4-5 evenings per week in your house, available to your residents.

Training:

How long is new staff training?

Resident Heads are provided a variety of training opportunities, including in-services prior to the start your appointment, extensive training in fall (during the last 2 weeks of August and early September), and quarterly in-services during the academic year. Training dates will be shared as soon as they have been determined.

What types of training can I expect during the academic year?

All staff are required to attend quarterly Saturday in-service training sessions. New RHs are also required to participate in a series of training meetings scheduled on Fridays during lunch-time throughout the academic year.

Who is expected to attend new staff training?

All staff are expected to attend Resident Head training. The dates will be announced in advance. Staff will need to make arrangements for childcare and absences from work and studies to attend training. Our goal is to set you up for success!

Miscellaneous:

Are pets allowed?

Yes, dogs, cats and fish are allowed. There are explicit guidelines for the breeds, weight, and number of pets that RHs may bring into the residence halls and approval must be approved by the Housing & Residence Life Office. The HRL pet policy will be provided and required to be completed by September 1st each year.

Can I smoke in my apartment?

No. All of our residence halls are smoke free environments.

How many bedrooms will my apartment have?

The vast majority of Resident Head apartments feature at least 2 bedrooms and 1 private bath. Apartments include in-unit laundry, and a small shared storage area.

When will I be able to move into my apartment?

Apartments are generally available for occupancy usually beginning August 15. (That is the earliest date new Resident Heads can access their apartment space).

Will my apartment be furnished?

Generally, the apartments will be furnished to the needs of the specific Resident Head. Apartments can come partially to completely furnished.