

# Kew Student Residence

## Volunteer Opportunity – Male Residential Life Coordinator (RLCs)

**Role:** The RLC position at Kew Student Residence (KSR) is a key leadership position. They work alongside the Managers and support staff. RLC's are mentors and provide pastoral care and general support to the students, and help coordinate KSR activities and events.

The RLC's at KSR uphold the Christian ethos and culture of the community through their intentional presence in the life of the Residence. We see this role as allowing you to grow as a person and to develop skills in building relationships and event management. The whole community also benefits from your service.

**Context:** A ministry of the Kew Baptist Church, Kew Student Residence has been providing accommodation for tertiary students since 1962. We aim to offer a warm and homely atmosphere for those coming to the city to study. We strive to provide an experience where Christ-centred life is modelled to the residents through our day-to-day interactions with them. Most of our students come from rural Victoria/NSW and are experiencing life in the city – and away from home – for the first time. While it is an exciting time for new students, it can also be a very difficult time of transition. Our role, then, is to help these students adjust to their new environments and to thrive.

**Number of positions:** KSR appoints two volunteer RLCs, preferably for a 2 year appointment. We have one male vacancy for the RLC position for 2024.

**The person(s):** To be a suitable applicant, you will be: a committed Christian, able to work well in a team, highly responsible, an exceptional role model for young adults, able to balance having fun and working diligently, enthusiastic about organising events and will have some experience in leadership and with pastoral care of others.

You will be living in a community context and have to be suitably flexible allowing for time to be spent around the Residence during the periods of the year that the students are. Candidates should be looking to undertake an experience in Christian ministry.

### Job Description:

The RLCs, as live-in members of the community, are responsible to the managers and are asked to be open to voluntarily serving in these 4 areas of KSR. This will require the RLCs to negotiate between themselves in taking responsibility for more specific leadership of aspects of pastoral care and community/event coordination.

#### 1. Pastoral Care

- Be available for the general care of students
- Provide support to the students and community through regular prayer
- Actively monitor the conduct of the residents and respond to issues appropriately (which may require referral to the manager/s)
- Regular contact with students to discuss life issues/provide basic counsel and care
- Liaising with the pastoral staff at KBC if/where necessary.

- Reporting to the Manager/s to provide updates and communicate about issues arising

## 2. Community Life and Event Management:

- Attend meetings with the manager/s. Other meetings may arise as necessary
- Reporting to the Manager to provide regular updates
- Facilitate, assist and undergo basic training in yearly Seminars/Information Sessions (understanding mental health, bystander intervention, preparing for renting and other information sessions as requested by management.)
- Be available in the planning and delivery of major events including, but not limited to, the KSR Working Bee, KSR Opening & Closing weekend, Orientation weeks, Family and Friends Day, Footy Day, KSR Formal and events.
- Creating a team/s to assist with the concepts and organisation for community events
- Participate in informal social events throughout the year to develop the sense of community amongst the residents (eg. Sporting competitions etc.)

## 3. Duty Manager and Manager Assistance

- Take on the role of Duty Manager as required - (regular weekday responsibilities and occasional weekend responsibilities around KSR)
- Enforce the rules of the residence as stipulated in the Residency Agreement and the Student Online Handbook

## 4. Student Leader Development Program:

- Assist in the selection, interview and application assessment for Student Leader team
- Oversee with the other RLC the student leadership program (a small team of 2nd year students fortnightly meetings and regular input sessions)
- Oversee and organise the student leadership development program with the other RLC. This involves fortnightly meetings with the student leaders (4 second year students) and the facilitation of approx. 10 input sessions on areas of leadership development (e.g. conflict resolution, leading teams, serving in leaders).

**Time commitment:** These extra aspects of the role will require each of the two RLCs to commit approximately **6 hours per week** on top of the general RLC duties. More time may be required at certain times of the year. Part-time work or study will be manageable.

**Benefits:** While these are volunteer positions, RLCs enjoy the benefits of living on-site in a two-bedroom unit located at the end of the hallway on the new students' side. In acknowledgement of your willingness to serve, board is provided at the subsidised rate of \$222 per month. This includes: rent, food, electricity, gas and internet. The position is for a minimum 12 months, though many RLCs remain in the position for 24 months which is preferable..

**Application:** Please forward a letter of application (no more than one A4 page) responding to the information above and a CV including at least two referees to the Manager via email.

**Applications close:** Monday 16th of October

**Email:** [manager@kewstudentresidence.com.au](mailto:manager@kewstudentresidence.com.au)