

## **Resident Scholar**

**Sigma Phi Epsilon Fraternity at South  
Dakota State University**  
South Dakota Alpha (SD-A) Chapter



### **Position Description:**

The resident scholar is a full-time graduate student who resides within the Sigma Phi Epsilon chapter facility to provide chapter members with daily mentoring. Resident scholars focus their efforts on helping members manage the transition from high school to college, mentoring the chapter's executive officers in leadership, and facilitating high academic achievement through scholastic programming. Resident scholars work with the chapter to ensure the maintenance of the SigEp Learning Community.

Students selected for the Resident Scholar position will gain practical experiences in:

- The day-to-day operations of a residential learning community focused on personal growth, academic success, leadership development, and career preparedness.
- Advising engaged student leaders within a unique fraternity setting.
- Developing curriculum and learning outcomes for longitudinal member development programs and specialty workshops.
- A variety of elective functional areas, including student engagement & development, career services, academic success & recovery programs, peer mentoring & tutoring services, alumni relations, fundraising, and residential life & housing.

### **Who can be a resident scholar?**

The resident scholar position is open to any current SDSU graduate student. They can be a Sigma Phi Epsilon alumnus, an alumnus from another Greek organization, or not previously affiliated with a Greek-letter organization. The potential resident scholar can be a recent graduate or an individual returning to school for an advanced degree. The individual selected for this position will be evaluated on the following criteria:

- Prior work and fraternity experience
- Prior leadership roles
- Overall character and maturity

### **Duties and Responsibilities:**

1. Foster a residential environment where undergraduate members can grow personally, succeed academically, and live Sigma Phi Epsilon's Cardinal Principles of Virtue, Diligence and Brotherly Love.
2. Model ethical principles and accepted professional standards to undergraduate members.
3. Attend and present one chapter program each month during the academic year.
4. Establish effective communications with undergraduate members, the Alumni and Volunteer Corporation (AVC) and alumni both verbally and in writing.
5. Collaborate with the AVC to enhance the SigEp Learning Community and foster the accomplishment of SigEp Learning Community-specific learning outcomes.
6. In conjunction with the AVC VP of Housing, ensure the safety and security of residents including reporting any serious incidents to the AVC. Additionally, perform daily walkthrough of the facility inspecting halls and restrooms, stairs and common areas and report any deficiencies to the AVC VP of Housing.
7. Abide by and assist in enforcing a substance-free, alcohol-free facility and deliver programs on general house and risk management to all undergraduate members.
8. Assist all undergraduate members in optimizing their academic situation. Meet with undergraduate members on academic probation to go over academic goals and areas they could improve upon including utilization of university resources.
9. Attend all SDSU Hall Director training sessions, all monthly AVC meetings and any additional training as required by Sigma Phi Epsilon.

### **Required Qualifications:**

An earned bachelor's degree, 1-3 years Residential Life, Greek Life or Student Affairs experience, have been selected for graduate level study at SDSU and maintaining a minimum GPA of 3.0 while holding the Resident Scholar position.

### **Preferred Qualifications:**

Strong leadership skills, experience in community building in a college or university residential setting, demonstrated effective oral and written communication skills, the ability to motivate and problem solve within a student-centered developmental model.

### **Salary and Benefits:**

Full room fee waiver in the chapter facility (value: \$7,006)

### **Recognition:**

In recognition of service to the students in this residential Greek community the Resident Scholar will be provided a Silver Flex meal plan to support additional contact hours and relationship development with SigEp Chapter members.

**Position Type:**

12-Month, full-time, live-in position. The Resident Scholar will have a collaborative relationship with the SDSU Department of Housing and Residential Life but will be an employee of the South Dakota Alpha Chapter of Sigma Phi Epsilon and the direct supervisor will be the AVC VP of Housing. The AVC VP of Housing in collaboration with the AVC of SD-A will have sole discretion on hiring, evaluation, and termination of a Resident Scholar.

Resident Scholars additionally pursuing internship credits will work closely with the South Dakota Alpha Sigma Phi Epsilon Chapter Counselor to ensure expectations and requirements are being met for the SDSU CHRD program's internship program.

**Training:**

Training that will support the Resident Scholar in their residential leadership role will be within the residence hall director training conducted by Housing and Residential Life. Training specific to Sigma Phi Epsilon will be provided by the AVC of SD-A.

**To Apply:**

Go to <https://southdakota.sigep.org/support-our-chapter/resident-scholar/>

If you have questions, please contact:  
Kyle Dvoracek, Vice President of Housing  
[SDAlpha.AlumniBoard@gmail.com](mailto:SDAlpha.AlumniBoard@gmail.com)