**EMPLOYMENT OPPORTUNITY**

**MISSISSIPPI SCHOOL OF THE ARTS**

**P.O. Box 229, Brookhaven, MS 39602-0229**

**601-823-1300**

**MISSISSIPPI SCHOOL OF THE ARTS**

**Resident Education Parent**

**Starting Salary: $19,355.40 (192 day full-time salary position)**

The Mississippi School of the Arts (MSA), a statewide residential school that provides advanced programs of study in vocal music, theatre, visual arts, dance, and literary arts is seeking applicants for the position of Resident Education Parent (Residence Life Counselor). The MSA is located on the historic Whitworth College Campus in Brookhaven, Mississippi, which is approximately 60 miles south of Jackson, the state capital.

The Resident Education Parent (Residence Life Counselor) will work under the direct supervision of the Director of Residence Life at the Mississippi School of the Arts. This position encompasses duties that include, but are not limited to planning, organizing, and carrying out residential goals and objectives; enforcing regulations and disciplining students in accordance with school policies and regulations; inspecting, supervising, and participating in supervising housekeeping activities; assisting in the establishment of schedules of activities and supervision of students; and other assigned duties and services that are necessary to ensure the success of the Mississippi School of the Arts. Full time positions are assigned a private room and bathroom in the residential hall as part of their benefits package.

Examples of work performed in this classification include, but are not limited to, the following:

• Plans, organizes, and carries out residential goals and objectives to meet each child's needs.

• Establishes relationships with residence education activity staff and supports each child in his/her appropriate activities.

• Establishes relationships with each child's academic teachers and becomes involved in monitoring

residence study hours, checking homework, and providing tutorial services to meet each child's educational needs.

• Listens to children's personal problems and refers them for counseling as necessary.

• Enforces regulations and disciplines children in accordance with school policies and regulations.

• Maintains records and prepares reports as required.

• Attends to the basic health needs of children.

• Inspects, supervises, and participates in supervising housekeeping activities of the residence.

• Assists in the establishment of schedules of activities and supervision to account for each child at all times.

• Assists in homegoing procedures and transportation.

• Performs related or similar duties as required or assigned.

The minimum qualifications for this position are:

• Graduation from a standard four-year high school or equivalent (GED).

Applicants for the position must apply online at www.msabrookhaven.org. Inquiries may be made to Suzanne Noble at 601-823-1345 or by email at [Suzanne.noble@msabrookhaven.org](mailto:Suzanne.noble@msabrookhaven.org). Submit applications to employment@msabrookhaven.org. The deadline for application submission is November 4, 2021. Applicants selected for an interview will be contacted by phone. Hires will be required to complete a background check prior to start.

The Mississippi School of the Arts does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services.

(Mississippi School of the Arts is an Equal Opportunity Employer)