



Search for the Executive Director for Housing and Residence Life  
University of Texas at Arlington  
Arlington, Texas

## THE SEARCH

The University of Texas at Arlington Division of Student Affairs seeks an Executive Director for Housing and Residence Life to lead a comprehensive student housing and residence life program geared towards establishing a healthy and comfortable residential community, with an emphasis on academic success and social engagement to enhance personal development for students.

Reporting to the Vice President for Student Affairs, the Executive Director serves as a member of the Vice President's Leadership Team and will provide visionary leadership and budgetary oversight for a talented team of professionals in the University's comprehensive Residence Life, Student Housing, Residential Learning Communities, Conference Housing and Summer Camps and Programs, Marketing and Communications, and Information Technology departments.

This opportunity comes at an exciting time for The University of Texas at Arlington and the Student Affairs division. Dr. Lowell K. Davis has led the division since July 2023 and has embarked on a strategic redesign focused on improving collaboration and focused on student success. With several new leaders that have recently joined the division and university, the next Executive Director will join a highly collaborative and engaged team committed to serving a diverse student population. The ED will find themselves immersed in an institution where student success and access to resources remain a central priority and will ensure that student housing and residential life meet the needs of a large public research university.

The ED's ability to provide inspirational leadership, managerial skills, and an ability to collaborate with internal and external stakeholders to enhance the residential infrastructure and residential experience will be crucial to the success of all students and the overall growth of the university. The following are the essential duties and responsibilities associated with the role:

- Provide visionary leadership and oversight for Residence Life, Student Housing, Residential Learning Communities, Conference Housing, Summer Camps/Programs, Marketing and

Communications, and Information Technology, along with supervising staff and managing departmental budgets.

- Collaborate with Campus Operations, the Division of Business and Finance, and other stakeholders to maintain residential facilities and develop capital investment plans that support strategic priorities.
- Collaborate and effectively communicate with faculty, staff, students, and key partners on visioning, strategic planning, and assessment to enhance the residential student experience.
- Enhance the Residential Learning Communities (RLCs) program in collaboration with campus stakeholders. Ensure personnel and programming align with the broader residential mission.
- Develop and maintain positive relationships with senior leadership in Academic Affairs to strengthen academic programming and intellectual culture within University Housing.
- Allocate human resources and oversee all housing programs and services. Develop and implement an efficient staffing model, ensuring staff have the necessary skills to support strategic priorities. Manage all personnel-related matters, including hiring, termination, promotion, professional development, and training, in accordance with University policy.
- Strengthen administrative policies and processes for UTA Housing and Residence Life, including housing assignments, marketing materials, and training programs.
- Develop and oversee a residence life curriculum that advances UTA's mission.
- Collaborate with the Vice President for Student Affairs and their team to develop the annual budget, setting targets for revenue, expenses, and contributions to capital reserves.
- Analyze local housing market data regularly to establish competitive housing rates and contract provisions.
- Promote Residence Life and Student Housing by providing expertise and leadership on issues relevant to student health and success in a residential setting, within student affairs, and across the campus community.
- Explore ways to increase summer housing offerings and more UTA-sponsored camps along with the Coordinator for Summer Camps and Conferences.

## THE UNIVERSITY OF TEXAS AT ARLINGTON

The University of Texas at Arlington is in the heart of the Dallas-Fort Worth-Arlington metroplex, a vibrant and diverse metropolitan area that is home to over 7 million people, one of the fastest-growing tech economies in the United States, and a wide array of arts, entertainment, and cultural activities. UTA is a

comprehensive teaching, research, and public service institution dedicated to the advancement of knowledge through scholarship and creative work. The University is committed to providing access and ensuring student success, and to a culture of innovation, entrepreneurship, and commercialization of discoveries by our community of scholars. With an enrollment of more than 40,000 students, UTA is the second largest in the University of Texas System. As a result of its combination of rigorous academics and innovative research, UTA is designated as a Carnegie R-1 “Very High Research Activity” institution. UTA ranks No. 4 nationally in Military Times’ annual “Best for Vets: Colleges” list and is among the top 30 performers nationwide for promoting the social mobility of its graduates. UTA is designated by the U.S. Department of Education as both a Hispanic-Serving Institution (HSI) and an Asian American and Native American Pacific Islander-Serving Institution (AANAPISI), and it has one of the top 5 most ethnically diverse undergraduate student bodies in the United States. Its approximately 270,000 alumni, including some who occupy leadership positions at many of the 24 Fortune 500 companies headquartered in North Texas, contribute to UTA’s \$22.2 billion annual economic impact on Texas.

At the helm of UTA is President [Jennifer Cowley](#), the first woman to hold this position, supported by Provost [Tamara L. Brown](#). Both leaders joined the University in 2022 and are actively leading the multi-phase development of a comprehensive five-year strategic plan focusing on people and culture, student success, alumni and community engagement, research and innovation, and finance and infrastructure.

For more information about the University of Texas at Arlington, visit <https://www.uta.edu/>

## The Division of Student Affairs

The Division of Student Affairs fosters student success and lifelong learning through inclusive programs, services, traditions, and events that engage students in the University community and support their academic goals. The Division of Student Affairs strives to be a leader in the field, providing an unparalleled educational experience that creates engaged and independent students who are prepared to be active members and leaders within their communities. The Division of Student Affairs is composed of 22 departments and programs, approximately 200 professional staff members, and advises nearly 330 student organizations.

## PROFESSIONAL REQUIREMENTS AND PREFERENCES

The University of Texas at Arlington sees an experienced and proven leader to support the university’s mission to provide access and support the success of all students. While no one person will embody all of the following, the successful ED candidate will bring many of the following professional qualifications, skills, experiences, and personal qualities:

- Master’s degree in Student Personnel, Administration of Higher Education, or related field and eight (8) years of housing and residence life administration in positions of increasing responsibility.

- Proven ability to supervise and manage a team with the ability to lead and inspire around a vision and strategy.
- Demonstrated ability to successfully budget and find new ways to generate income to support the growth of housing operations at UT Arlington.
- Experience leading and managing large-scale capital projects management and development
- Demonstrated ability to work proactively across a diverse, matrixed system while effectively providing synergy in leadership and process.
- Experienced in the development and stewardship of strong relationships and partnerships across the University, including faculty, divisional and campus leaders, and student and community stakeholders.
- Demonstrated ability and skill in utilizing emotional intelligence when engaging with stakeholders and making decisions.
- Highly experienced and skilled at planning, organizing, implementing, and evaluating activities appropriate to the advancement of organizational goals.
- Skilled in working with diverse student populations and answering to various needs and challenges.

**Preferred Qualifications:**

- Doctoral degree in field related to Student Personnel or Administration of Higher Education.
- Five (5) years of demonstrated experience in budget development, financial management, and resource management.
- Demonstrated experience in project management, programming, and student life development.
- Successful record of linking residential programs and academic programs, leading to strengthened residential environments.
- Experience and knowledge of facility environments with outsourced and internal maintenance and custodial functions.
- Strong oral and written communication skills.

**APPLICATIONS, INQUIRIES, AND NOMINATIONS**

The University of Texas Arlington has retained Isaacson, Miller to assist in the search.

Screening of complete applications will begin immediately and continue until the completion of the search process. Inquiries, nominations, referrals, and CVs with cover letters should be sent via the Isaacson, Miller website. Electronic submission of materials is strongly encouraged.

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Isaacson, Miller

<https://www.imsearch.com/open-searches/university-texas-arlington/executive-director-housing-and-residence-life>

*It is the policy of The University of Texas at Arlington (UTA or The University) to provide an educational and working environment that provides equal opportunity to all members of the University community.*

*In accordance with federal and state law, the University prohibits unlawful discrimination, including harassment, on the basis of race, color, national origin, religion, age, sex, sexual orientation, pregnancy, disability, genetic information, and/or veteran status. The University also prohibits discrimination on the basis of gender identity and gender expression. Retaliation against persons who oppose a discriminatory practice, file a charge of discrimination, or testify for, assist in, or participate in an investigative proceeding relating to discrimination is prohibited. Constitutionally protected expression will not be considered discrimination or harassment under this policy. It is the responsibility of all departments, employees, and students to ensure the University's compliance with this policy.*