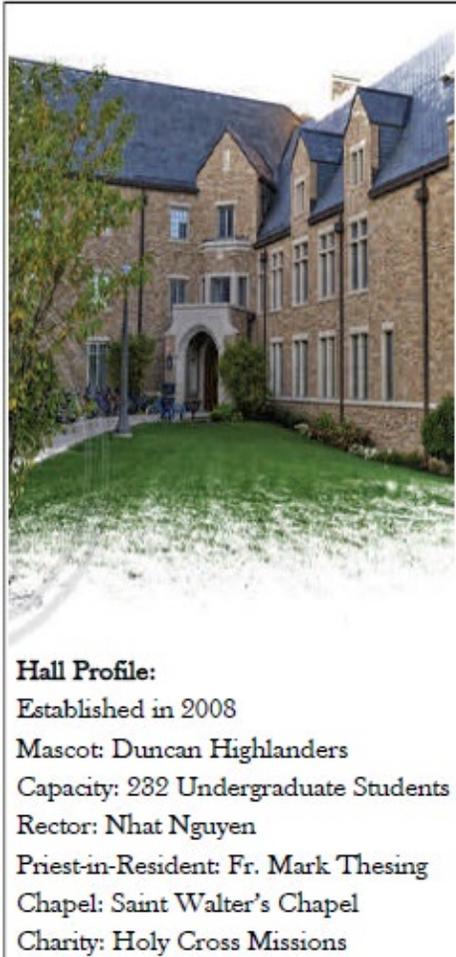


DUNCAN HALL



Hall Profile:

Established in 2008

Mascot: Duncan Highlanders

Capacity: 232 Undergraduate Students

Rector: Nhat Nguyen

Priest-in-Resident: Fr. Mark Thesing

Chapel: Saint Walter's Chapel

Charity: Holy Cross Missions

Established in 2008, Duncan Hall have entered into a new stage of community development and we are looking for one new Assistant Rector to help us build on the exciting things happening.

Some signature events are:

—The **Highlander Highrise** is our signature dance and it is held on the 99th floor of the Willis Tower each spring.

—The **Duncan Classic** is a campus-wide golf tournament to raise money for charity.

—Duncan Hall provides the largest participation (80-100) in the **Bald and the Beautiful**, campus event to raise money and awareness for cancer research (in memory of our fallen Duncan brother Sam Marx).

—Our Signature **Green Blazers** are noticeable and popular on campus.

—**Hall Mass and the Duncan Retreat** in the spring are two strong spiritual components of the hall.

—**Duncan Athletics** include Interhall and Section Competitions.

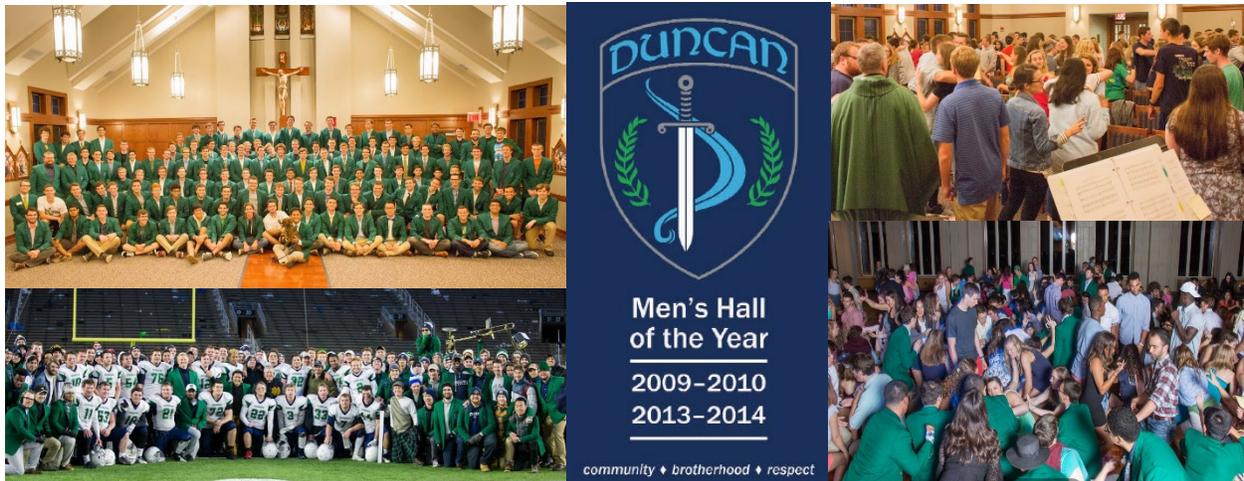
—**Cake Pops Mondays and Duncan Donut Mass Tuesdays** are new initiatives that excite the community.

More important than our beautiful building or any programmed event, however, is the everyday life inside our walls. Every liturgy we attend, every program we put on, every meal we share—we do it to further and deepen Community, Brotherhood, Respect. Those three ideals make up our motto. ARs are leaders and models for what brotherhood, community, and respect look like; but they also work behind the scenes attending to the often hidden needs of our Highlanders. Duncan ARs are integral in so many ways to the University's residence mission of fostering Christian community.

Assistant Rectors will assist the rector in the general administration and pastoral care of the Duncan Hall community.

Summary of AR Minimum Responsibilities:

- *Share Head Staff Duty with Rector
- *Duty/Attendance at Dances and Special Events
- *Duty for academic breaks and holidays: split equally for Fall Break, Spring Break, and Thanksgiving/Easter
- *Head Staff & Hall Staff Meetings
- *Enforce polices to protect the safety of all students
- *Attend Sunday Mass and assist with ministries as needed
- *Complete administrative tasks
- *Other duties as assigned.



Community Life Responsibilities: Upon hiring, each AR will be designated a specific community life area of responsibility. This will be determined based on the AR's interests, background, and the needs of the community:

Hall Council. This AR oversees the social, multicultural, athletic, and academic programming. He will be intimately involved in the leadership development of the Hall President and Vice President, who themselves, with their commissioners, will spearhead the programming.

Liturgical. This AR oversees the training, scheduling, and development of Duncan's liturgical ministers. He will coordinate logistics for Duncan's Sunday liturgies and the Duncan retreat, and will program any other liturgical/ spiritual/theological/ ministerial events in the community as seasons dictate.