



**Location:** Between the Bookstore and the Morris Inn (Close to South Dining Hall, The Law School and Duncan Student Center)

**Residents:** 250

**Staff:** 1 Rector, 2 ARs, 6 RAs

**Colors:** Teal, Navy, White

**Mascot:** Wildcats

**Events:**

- Wheelchair Basketball Tournament
- Ryan Hall Thanksgiving
- "FJs" aka Baking Every Tuesday
- 2 Hall Dances
- Friday Night Programming
- Waffle Wednesday Mass
- Coffeehouse with Ally
- Retreat in the Spring Semester
- Dinner Parties

*A Note From the Rector,  
Ally Liedtke:*

Thank you for considering the Assistant Rector position in Ryan Hall. Established in 2009, Ryan Hall was built in the spirit of accommodation and accessibility for all students. We are actively working to promote a culture of belonging and inclusion for all of our residents. ARs accompany undergraduate students through relationship building, mentoring student leaders, and practicing a ministry of presence. ARs assist the Rector in caring for the students of the hall, planning large-scale events, administrative duties, managing emergency situations, and mentoring RAs.



# Assistant Rector Responsibilities

- Assist Ally in facilitating the growth and development of the residents of Ryan Hall
- Communicate regularly and professionally with Ally, including bi-weekly meetings as head staff
- Participate in hall staff meetings and staff development
- Get to know the residents of the hall and be present to building community. Know students by name.
- Serve as a mentor for the RAs
- Help manage difficult student situations (in consultation with Ally and RAs)
- Attend Mass Sunday night with the community
- Fulfill expectations for being on duty 2-3 nights per week and hold duty phone for 24 hours
- Submit work orders for maintenance in the hall
- Mentor residents in planning, attending, and supervising events and hall programs
- Assume duty responsibilities during University breaks
- Respond to emergency situations (medical, mental health, facilities, etc.)
- Assist in overseeing Welcome Weekend, move-in, and move-out
- Engage in selection of new hall staff and room picks
- Hold and manage a Notre Dame Procard
- Complete other tasks assigned by Ally



## Area of Focus: DEI

- Establish new initiatives and programs around inclusion in the hall
- Create opportunities to highlight and celebrate the diversity of Ryan residents
- Create spaces for residents of minority groups to find belonging within Ryan
- Form a student group that can lead these initiatives and programs
- Provide mentorship for student leaders
- Collaborate with community partners (ex. MSPS, GRC, OSE)

OR

## Area of Focus: Spiritual Life

- Supervise & mentor spiritual life commissioners
- Point person for Sunday liturgy (recruitment, schedule, music, etc.) and Waffle Wednesday Mass
- Help plan the Ryan Hall retreat in the Spring semester
- Create new opportunities for residents to explore their faith
- Collaborate with Campus Ministry and other campus partners