



# Siegfried Hall

*The Hall of Champions*

## Assistant Rector Position Description

2024-2025 Academic Year

### Our Community

Siegfried Hall is a residence hall for around 250 undergraduate men. Siegfried is a fun and caring community, where we value each member of the hall's unique gifts and talents. Nicknamed the "Ramblers" after Notre Dame's first mascot, we have a strong tradition of faith, service, and athletic achievement. Siegfried is the proud champion of the O'Leary Cup (the interhall athletic trophy) for many years in the past. Our signature event each year is Day of Man, for which the Ramblers traverse campus in the cold of winter in nothing but t-shirts and flip flops in an attempt to raise money for the South Bend Center for the Homeless. Last year, the Ramblers raised over \$38,000 for this great cause. Our Sunday 10 P.M. Mass each week is an energetic experience when many Ramblers gather for community and worship. As Ramblers, we are committed friends and champions both on the field and in the classroom.

#### **Siegfried Hall Fast Facts:**

**Residents:** 246

**Staff:** 2 ARs, 6 RAs

**Colors:** Maroon and White

**Mascot:** Ramblers

**Chapel:** Our Lady Seat of Wisdom

**Signature Event:** Day of Man

### Our Home

Conveniently located on Mod Quad, Siegfried Hall is just steps from Hesburgh Library and North Dining Hall. LaFortune Student Center, the Law School, and Notre Dame Stadium all lie within a five-minute



walk of our home. Siegfried was built in 1988 and was updated most recently in the summer of 2019. Our Assistant Rector apartments include a large furnished living room, kitchenette, full bathroom, and private bedroom with plenty of closet space. Apartments include a desk with ample space to work. Central heat and air conditioning, workout facilities, housekeeping, and a reserved parking spot are all additional amenities that our Assistant Rectors enjoy.

### The Rector

Rector of Siegfried Hall beginning in 2023, Michael Davis ("MD") was a former Siegfried resident and RA during his undergrad years and has found great joy in returning to the halls of Siegfried. MD was born and raised in New Lenox, IL. After graduating from Notre Dame in 2019 after studying IT Management, Theology, and Business Analytics, he worked in higher ed technology consulting for two years before returning to ND for its ACE Teaching Fellows Program, during which he taught math and theology at a small Catholic high school in Louisville, KY, and also coached basketball and track & field, moderated the math and academic teams, and led retreats. MD enjoys exercising, reading, playing Catan, and keeping up with Notre Dame sports.



## Assistant Rector Position

The Assistant Rectors, along with the Rector, comprise the Head Staff of Siegfried Hall. Siegfried has had a tradition of professional and positive Assistant Rectors who are adaptable and always eager to help. They are available to the residents of the hall and the Resident Assistants, and they serve as positive role models of maturity and manhood. They help create an inclusive community where all residents know they are at home. The Assistant Rectors are able to manage crises calmly and according to the approved procedures. They are close advisors to the Rector in a variety of areas, including in discussions about students of concern, hall culture, and staff hiring. They are expected to communicate openly and honestly with the Rector and abide by his decisions. From the first days of Hall Staff formation through graduation, the Assistant Rectors in Siegfried Hall guide our men by their steadfast witness to faith, community, and excellence.



### Additional responsibilities include:

- **Hall Staff:** weekday and weekend duty (8 P.M. - 7 A.M.) in Siegfried each week, assigned according to staff schedules; Fall Break, Thanksgiving Break, Spring Break, and/or Easter Break duty; participate in beginning of semester hall staff formation and weekly hall staff meetings (Sunday PM); meet regularly with Rector
- **Administration:** submit facility maintenance requests; complete programming proposals, funding requests, and evaluations; reconcile monthly procurement card receipts; assist with housing processes surrounding move-in, room picks, and move-out
- **Hall Government:** be present at weekly hall government meetings (Tuesday PM); offer consultation and guidance to projects and initiatives sponsored by hall government, assisting with events as needed; coordinate funding proposals and reimbursement with Student Activities; moderate hall elections and leadership transition
- **Discipline:** complete incident reports; engage in formative disciplinary conversations with residents; accompany residents to disciplinary conferences with the Office of Community Standards
- **Spiritual Life:** participate at Sunday Mass (10 P.M.); support resident faith sharing groups; help hall community observe Advent, Lent and other liturgical seasons; offer guidance to annual hall retreat

If you are interested in hearing more about the Assistant Rector position in Siegfried Hall, please reach out to MD at (815) 954-7138 or [mdavis25@nd.edu](mailto:mdavis25@nd.edu).

