

The logo for Western Kentucky University, featuring the letters "WKU" in a white, serif font on a red square background.

WKU®

A photograph of a large, multi-story brick building with a gabled roof and many windows. The building is surrounded by green lawns, trees, and a paved walkway. A few people are walking on the path. A black lamppost with two white globe lights stands in the foreground. A red banner with the WKU logo hangs from the lamppost. A sign for "STICKWORK" is visible on the right. The sky is blue with some clouds. On the left side, there is a large, colorful, abstract graphic element with yellow, green, and red colors.

Housing & Residence Life

Prostaff RECRUITMENT GUIDE

WESTERN KENTUCKY UNIVERSITY



WKU[®]

WESTERN KENTUCKY UNIVERSITY
BOWLING GREEN, KENTUCKY
FOUNDED 1906

THE SPIRIT MAKES THE MASTER



Dear Prospective Candidate,

I am pleased your interests lead you to learn more about Housing & Residence Life at Western Kentucky University. We have assembled this guide to give you insight about our department's offerings and to assist you in your employment search.

We are an innovative department and are looking for professional staff members who share our passion for working with and supporting students. Students are our main focus. We use a case manager perspective in helping students reach their definition of success. We put a strong emphasis on professional staff members creating positive connects with residents. As you learn more about Housing & Residence Life, you will find that our department is committed to upholding the mission and vision of WKU, the Division of Student Affairs, and our department.

We encourage you to look both at what we have to offer as well as what you hope to contribute to our team. We understand that exploring options about future employment is a huge decision, and it is our hope that you choose the institution that suits you best.

If you have any questions or seek further information, please do not hesitate to contact any member of the recruitment team. Our recruitment process is designed to provide a transparent view of who we are. We look forward to answering any questions you may have.

We wish you much success in your search.

Warm Regards,

Minnette Ellis
Assistant Director, Department of Housing & Residence Life
Western Kentucky University
minnette.ellis@wku.edu





THE WKU MISSION

Western Kentucky University (WKU) prepares students of all backgrounds to be productive, engaged, and socially responsible citizen-leaders of a global society. The University provides research, service and lifelong learning opportunities for its students, faculty, and other constituents. WKU enriches the quality of life for those within its reach.

WKU serves more than 19,000 students through its campuses in Bowling Green, Glasgow, Elizabethtown/Radcliff/Ft. Knox, and Owensboro, Kentucky.

THE MISSION OF THE DIVISION OF ENROLLMENT AND STUDENT EXPERIENCE

The WKU Division of Enrollment and Student Experience is a community of learners who exemplify the guiding principles of the profession by creating environments where students:

- Learn about themselves and others
- Experience meaningful connections
- Realize their peak potential

OUR MISSION

The Department of Housing and Residence Life, in partnership with the student and the university community, will provide a premier living/learning experience that promotes student success.

MORE THAN JUST A PLACE TO LIVE

EACH PERSON IS UNIQUE | EACH PERSON HAS INTRINSIC VALUE | EACH PERSON HAS THE CAPACITY TO LEARN

EACH PERSON HAS THE CAPACITY TO BE SUCCESSFUL | EACH PERSON IS RESPONSIBLE FOR HIS/HER OWN DECISIONS

EACH PERSON INFLUENCES ENVIRONMENTS, ENVIRONMENTS INFLUENCE EACH PERSON

The residence hall system has a capacity of 5,000 students and is comprised of 15 residence halls. WKU recognizes the fact that its residence hall system is an integral part of the total educational process. A major objective of this program is the creation of an environment in the residential setting that is compatible with and supportive of the student's personal, social, and academic development. WKU seeks to achieve these objectives through its residence hall program by the employment of qualified professional staff members, the encouragement of residence hall self-governance, community development, respect and appreciation for diversity, and through conscientious efforts to keep student cost to a minimum.

WKU Housing & Residence Life is optimizing the on-campus living experience for current and future students through a 10-year plan to renovate and construct residence halls on WKU's Bowling Green campus. **For details, visit www.wku.edu/housing/future.**

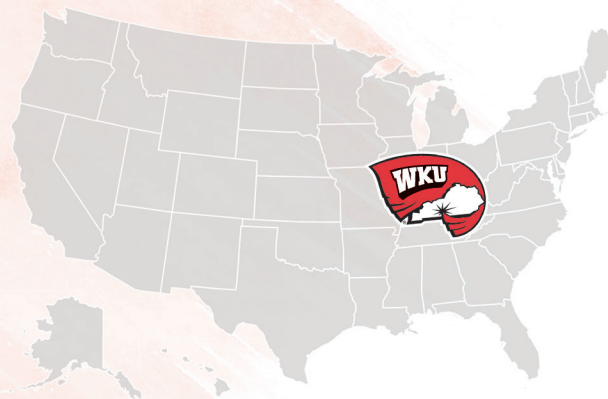




We are

HILLTOPPER COUNTRY

Join the wide array of knowledge & experience at **WKU**



BIG RED

Meet a few of our staff...



MICHELE CURRAN



Bachelors of Science in Applied Mathematics
Master of Education in Student Affairs in Higher Education
Wright State University
Hometown: Dayton, OH

"My favorite thing about WKU is the pride you feel in being a Hilltopper and the passion you see in our students. Campus spirit and pride is contagious and energizing. As a staff member it is amazing to see Residence Life & Housing working hard to advocate for a renewed focus on students and their success."



ZACHARY MARCUM



Bachelors in History, English Minor
Lindsey Wilson College
Masters in Student Affairs in Higher Education
Western Kentucky University
Hometown: Owensboro, KY

"WKU has the community strength of a small institution with the meaningful opportunities of a larger, research institution. HRL has provided me with the most diverse skill-set, relevant to student affairs and non-profit administration, that I could have hoped for."



SHAWNICE WHITFIELD



Bachelors of Arts in Health, Society, and Population
University of Kentucky
Hometown: Louisville, KY

"My favorite thing about WKU is how inspiring and welcoming this University is. The University provide lifelong learning opportunities for me like being able to Study Abroad in Africa.."



ELIZA JACKSON



Bachelors in Elementary Education
Marian University - Indianapolis
Masters in Student Affairs Administration
University of Wisconsin - La Crosse
Hometown: Indianapolis, IN

"I love the various experiences we are afforded through the department as well as the connections I have made. WKU is a wonderful university rooted in tradition, but dedicated innovation."



CASEY KUCERA



B.S. Business Management, Human Resources Concentration
Eastern Michigan University
Hometown: Adrian, MI

"I like working for HRL because there are so many unique opportunities to further my professional development while building lifelong relationships. I love WKU for the community's small town college feel while having the resources of a larger institution."



BECCA PHILLIPS



Bachelors in Marketing
Masters in Instructional Leadership & Student Affairs
Utah State University
Hometown: Sandy, Utah

"I really enjoy the opportunity for further professional development and advancement at WKU Housing & Residence Life. WKU has been undergoing exciting changes, and it's been rewarding to be part of that process and see how they are affecting students for the better. I have been given the tools to connect individually with students who need my support, and I love being part of their WKU journey."



DOUG TATE



Bachelors in Hospitality Management & Dietetics
Western Kentucky University
Masters in College Student Personnel Administration
University of Central Arkansas
Hometown: Gallatin, TN

"My favorite part about working for HRL is having the opportunity to work with autonomy within my hall, but knowing that there is still an entire department of supportive individuals ready to have my back or provide advice when I need it."



AJ BENAVIDES



Bachelors of Science in Computer Engineering
University of Kentucky
Hometown: Frankfort, KY

"I enjoy the connections I have made with the people in HRL, as well as the university as a whole. I enjoy the environment, atmosphere, and opportunities that the university has provided."





Living Options

Living on campus is an essential part of the educational experience at WKU.

Freshmen and sophomores are required to live on campus. Some exemptions apply.

Learn more about our residence halls, apartments, and living learning communities at wku.edu/housing/options

The Future of WKU Housing

WKU HRL is optimizing the on-campus living experience for current and future students through a 10-year plan to renovate and construct residence halls on campus.

Projects include adding community areas to Northeast & Southwest Halls, constructing "Hilltopper Hall," and demolishing two halls to create a First Year Village with pod-style housing.

Learn more at wku.edu/housing/future

15
Residence
Halls

2
Apartments
Buildings

5K
Residents

17
Living Learning
Communities



Never Leave *a* Friend Behind

Bring a furry friend with you to WKU!

Our pet policy for prostaff members allows you to have a dog or cat that is under 35 lbs. or is 15 inches in height at full maturity. Contact our office for more information at (270)745-4359 or email minnette.ellis@wku.edu.



PROSTAFF APARTMENTS

Apartments for prostaff range from 1-2 bedrooms with one full bathroom.

Apartments are furnished with a full-size bed, a 3 seat couch, and a drawer/chest. Apartments are also furnished with a dining room table with 4 chairs and/or bar stools, dependent upon the layout of the kitchen.

Kitchens are equipped with a full-sized stove and refrigerator. Most apartments are equipped with a washer/dryer hook-up.

Prostaff also have free access to high-speed internet (ethernet and wifi) and cable. Apartment layouts and sizes vary.





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M.A.S.T.E.R. Plan

M.A.S.T.E.R. Plan is a five-day transition program designed by the department of Housing & Residence Life for the first-year college student.

At M.A.S.T.E.R. Plan, students move in early, learn how to navigate campus, meet new people, hear tips of the trade from current WKU students, staff, and faculty members, and identify resources to help them succeed during their first semester on the Hill. It's a week packed full of info sessions, social events, WKU'S largest community service project "Big Red's Blitz," and plenty of opportunities to capture the Spirit of WKU!

As prostaff, you will gain invaluable experience during M.A.S.T.E.R. Plan. Prostaff present Cluster Sessions which include topics that may not come up in students' regular classes, like personal goal setting, how to meet new people and make friends in college, how to get involved in campus life, and how to utilize campus resources.

Prostaff also oversee staff and residents during M.A.S.T.E.R. Plan to guide them through the schedule, find campus locations, and adjust to their new life as a college student.

The Western Creed

WESTERN KENTUCKY UNIVERSITY IS A COMMUNITY DEDICATED TO LEARNING,
WHERE IDEAS ARE OFFERED, EXAMINED, AND DISCUSSED. AS A MEMBER OF THIS COMMUNITY,
I HAVE BOTH A PERSONAL AND SHARED RESPONSIBILITY TO PARTICIPATE ACTIVELY IN UNIVERSITY LIFE BY:

PRACTICING PERSONAL AND ACADEMIC INTEGRITY;



SEEKING UNITY BY RESPECTING THE DIGNITY OF ALL PERSONS;



CELEBRATING AND EMBRACING DIVERSITY;



ENCOURAGING FREEDOM OF EXPRESSION;



ACTING IN ACCORDANCE WITH BASIC PRINCIPLES OF CITIZENSHIP



PRESERVING AND APPRECIATING THE NATURAL BEAUTY OF THE CAMPUS;



ENRICHING ALL ASPECTS OF LIFE THROUGH THE EDUCATIONAL PROCESS; AND BY



EMBRACING THE IDEALS EXPRESSED ON THE UNIVERSITY SEAL: "LIFE MORE LIFE" AND
"THE SPIRIT MAKES THE MASTER," BY PURSUING PERSONAL GROWTH AND A LIFE OF EXCELLENCE.



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RESIDENCE LIFE
DEDICATED
APRIL 30, 1997



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Climb With Us



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