The Mississippi School for Mathematics and Science is accepting applications for the position of Assistant Hall Director, \textbf{This is a full-time, live-in position}. The main responsibility of the Residence Life Assistant Hall Director is to maintain a residential environment that is safe and conducive to learning. Frazer Hall houses male residents.

The Mississippi School for Mathematics and Science is a public, residential high school for academically gifted and talented eleventh and twelfth grade students located on the campus of the Mississippi University for Women in Columbus, Mississippi. For more information about MSMS, please visit \url{http://www.themsms.org}.

**RESPONSIBILITIES**
- Direct, guide, and supervise students and professional staff in an assigned living area.
- Provide oversight in one of three focus areas: Work Service, Programming, or Wellness.
- Ensure the safety and well-being of MSMS students.
- Transport students to activities and medical appointments.
- Participate in staff duty rotation as assigned and carry out assigned duties

**MINIMUM REQUIREMENTS**
1. Associate’s Degree (Bachelor’s degree preferred)
2. A valid Mississippi Class B Commercial Driver’s License with a P & S endorsement is required. This license can be acquired after employment begins.

**POSITION DETAILS**
1. Beginning salary: $20,500
2. 10-month position
3. Comprehensive benefits package; includes housing, meals, all utilities, internet connectivity, and full state employee benefits.

Application can be made by submitting a resume and cover letter to business@themsms.org. The position will remain open until the position is filled. All applicants will be acknowledged but only selected candidates will be invited for an interview. For more information, visit \url{www.themsms.org/employment} or contact:

Amy Elsmore, Senior Executive Assistant
Mississippi School for Mathematics and Science
1100 College Street, MUW-1627
Columbus, MS 39701
(662) 329-7674

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