

AARON HOOD

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EDUCATION

Master of Education in Higher Education Administration

North Carolina State University; Raleigh, North Carolina

May 2011

Bachelor of Science in Information Technology

Florida State University; Tallahassee, Florida

May 2009

WORK EXPERIENCE

Resident Director, Office of Housing and Residence Life, George Mason University

2011-present

- Oversee operation and administration of 4 corridor style residence halls housing 377 first-year students
- Hire, supervise, train, and evaluate 10 undergraduate Resident Advisors and 2 Head Resident Advisors
- Supervise 6 additional Resident Advisors in the Spring 2012 semester along with 2 corridor-style residence halls housing 188 first-year students due to professional staff vacancy
- Design and implement staff development program for weekly RA staff meetings
- Participate in on call duty rotation responding to crises for a residential area of 2200 students
- Instruct UNIV 300, a 1 credit leadership course for Resident Advisors based on the Social Change Model of Leadership and focusing on community development
- Verify occupancy of residence hall space and coordinate with housing services staff to ensure accuracy
- Manage a \$9,000 programming budget including the purchase card expenditures of Resident Advisors
- Create and implement community development vision for area of responsibility
- Use MAP-Works retention program to reach out to students at-risk for leaving George Mason University in order to connect students with campus resources
- Serve as adjudicating officer for residential student handbook conduct violations including assessing behavior, finding level of responsibility, discussing community impact, assigning educational sanctions, and conducting follow up on sanctions using Pave Systems' Judicial Action
- Work with Living Learning Communities staff to provide programming for students participating in the Global Studies, Engineering, and Career Explorers communities
- Establish and maintain positive and collaborative working relationships with facilities and maintenance staff and other campus partners
- Serve on departmental search committees for housekeeping staff and an administrative assistant
- Search for professional and graduate student staff at the Osh Kosh Placement Exchange

Residence Director, University Housing, North Carolina State University

2009-2011

- Oversaw the daily operations and administration of a suite style residence hall housing 416 students
- Hired, supervised, trained, and evaluated 10 undergraduate Resident Advisors and 1 Administrative Coordinator (undergraduate resident advisor who assists in leading the RA staff)
- Advised a Hall Council, including recruitment of new members and facilitating leadership development
- Managed a \$7,000 programming budget and tracked expenditures of RAs using purchase orders
- Trained Resident Advisors on diversity and multicultural competencies in order to foster an inclusive and welcoming community
- Designed and implemented a university learning outcomes based programming model specific to the departmental mission and student needs for area of responsibility
- Served as adjudicating officer for student conduct and housing policy violations occurring within the residence hall, which included assessing behavior, finding level of responsibility, discussing community impact, assigning educational sanctions, and following up on sanctions
- Participated in on call duty rotation responding to crises and emergency maintenance for a residential area of 2200 students
- Researched and implemented facilities enhancements with supervisor to create a more welcoming, sustainable, and academically focused residence hall environment
- Established and maintained positive working relationships with campus partners including housekeeping and maintenance staff
- Co-instructed Topics in Student Development, a 2 credit course designed for newly hired RAs covering topics such as student development theories, leadership, ethics, diversity, and multiculturalism

Interim Adviser, Inter-Residence Council, North Carolina State University

Spring 2011

- Supported approximately 30 student leaders in executive board, one on one, and general assembly meetings

- Served as lead adviser during spring 2011 retreat, North Carolina Association of Residence Halls conference, and South Atlantic Affiliate of College and University Residence Halls' No Frills conference
- Served as a resource for Hall Council advisers for IRC, funding questions, and hall council constitutions

Summer Conference Coordinator, University Housing, North Carolina State University 2010

- Supervised, trained, and evaluated a staff of 8 undergraduate Summer Conference Assistants
- Coordinated check-in logistics, including preparation of keys and linens, for conference groups
- Provided customer service and support, including room changes and lock-outs, to 15 conference groups
- Served in an on-call duty rotation related to crisis response and customer service for Conference Services
- Identified and reported maintenance, security, and housekeeping issues

COMMITTEE EXPERIENCE

Professional Staff Training, Office of Housing and Residence Life, George Mason University 2011-present

- Create vision for and implement winter professional staff training
- Collaborate with campus partners who facilitate presentations during training
- Coordinate social activities for continued growth of team morale

Community Development, Office of Housing and Residence Life, George Mason University 2011-present

- Develop and implement neighborhood series programs to brand neighborhood community
- Provide vision of community for residential students at George Mason University
- Collaboratively edit and enhance the community development model used by RAs and professional staff

RA Training, University Housing-Central Campus, North Carolina State University 2009-2011

- Worked collaboratively to plan and implement a 10 day Fall training, Fall in-service, Spring training, and Spring in-service
- Established assessment initiatives through Google Docs and Turning Point technology to create needs based in-service schedule

Graduate Selection and Development, University Housing, North Carolina State University 2010-2011

- Collaboratively planned and implemented two graduate staff development sessions throughout the year focused on supporting residents in the GLBT community and learning to navigate professional conferences
- Updated web site information, interview questions, group interview activities, and created development session evaluations
- Represented the department as an employer at the Osh Kosh Placement Exchange

Resident Advisor Selection, University Housing, North Carolina State University 2009-2010

- Planned and implemented group interviews for approximately 250 Resident Advisor candidates including three activities, a candidate evaluation, candidate groups, and training for group hosts
- Created transition documents for future group process interviews

PRESENTATIONS

Encouraging Multicultural Competence in Student Leaders, ACPA 2012 March 2012

Multicultural Leadership, RA In-Service Workshop February 2012

The Spin Zone: Making Education Initiatives Fun, RA Training January 2012

Social Justice Leadership, SAACURH 2010 October 2010

Privilege and Oppression, Inter-Residence Council Retreat September 2010

iStudent: Interacting with Millennial Students, Residence Director Training July 2010

The Ethics of Facebook in Student Conduct, Graduate Professional Summit January 2010

Who are these students? A look at millennial students, North Carolina Housing Officers October 2009

Making Your Programs Meaningful, RA In-Service October 2009

Baby Mall: Diversity and Values, RA In-Service October 2009

TECHNOLOGY COMPETENCIES

Social Media, MAP-Works, Judicial Action, Maxient, XHTML/CSS, Dreamweaver, Photoshop, Microsoft Office Suite, Windows, Mac OSX, Google Apps, iWork Suite, Wordpress, iMovie, TurningPoint Technologies

UNDERGRADUATE EXPERIENCES

Director, Inter-Residence Hall Council 2007-2009

Technology Chair, SAACURH No Frills Host Committee Spring 2009

Director, Florida Association of Residence Halls 2008-2009

Associate Director of Recruitment and Retention, Florida Association of Residence Halls 2007-2008

Peer Leader Co-Instructor, First Year Experience Course Fall 2007

Resident Assistant Summer 2007