

Assistant Girls Dean

Call ID: NAD-MBA-000382-2024

Where: La Selva Beach, United States

When: Oct 1, 2024 - Jun 8, 2025

Summary

The Assistant Dean will work approximately 40 hours a week alongside the Head Dean and Associate Dean in the day-to-day operations of the dorm.

Destination

La Selva Beach United States

Term

Long-Term, - months, Oct 1, 2024 - Jun 8, 2025

Position

Type: Dean, Total People Required: 1, Target Age: Any

Finances

Cost: \$0.00, Monthly Living Allowance: \$200.00, Local Currency: USD, Finance Type: Regular (Shared Funding)

Lodging & Food

Private room in the dormitory, meals provided by cafeteria

Restrictions:

No spouse or dependants

Gender Lodging: Either

Marital Status Lodging: Either

Child Accommodations: Not Specified

Health Notes

Not Specified

Dress

Acceptable:

Acceptable Dress: Casual and modest

Unacceptable:

Unacceptable Dress: Improper for a Seventh-day Adventist Christian

Duties

This position includes but is not limited to:

- supervision of the dorm,
 - being a positive role model and mentor to the students,
 - implementing school and dorm policies as outlined in the school handbook,
 - being on duty scheduled days, evenings, and weekends,
 - giving worship talks,
 - managing student workers (janitors, desk workers, and resident assistants),
 - occasionally transporting students to and from appointments and travel necessities,
 - being available to assist the residents with problems and social interactions with one another,
 - being a team player with the other deans and staff members of MBA.
 - The assistant dean also plays a role in helping students learn responsibility and independence, as well as
 - providing a Christian role model for the students.
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Experience

- Fluency in English
- At least one year of College Education
- Students majoring in Education, Psychology, Social Work, and related areas are preferred.
- Excellent communication skills
- Preference for someone with experience working with teens in a boarding school
- Flexible and Organized
- Capable of handling medical or emotional emergencies until experienced help arrives.
- The applicant must have good judgment and conflict management skills.
- Must display strong interpersonal skills.
- A strong and growing relationship with God should be evident.
- Punctual and reliable
- Flexible in all situations to help the school with different needs when necessary
- Reflect Christ's character to students through their lives and interactions.

Education

High School

Education Concentration

Not Specified

Languages

English (fluent)

Trade Skills

Any

Host « Private »

Host Contact « Private »

Travel Documentation

Travel

Destination City [La Selva Beach](#) Destination Airport [San Francisco or San Jose](#)

Medical

Required Inoculations [\(not set\)](#) HIV Clearance Required? [No](#)

Medical Recommendations [\(not set\)](#)

Visa

Visa Required? [No](#) Visa Type [\(not set\)](#)

Visa Application By [\(not set\)](#)

Work Permit Required? [No](#)

Work Permit Application By [\(not set\)](#)

Police Clearance Required? [No](#)

Child Protection Required? [No](#)

Send Documentation To [\(not set\)](#)

Documentation Deadline [\(not set\)](#)

Visa Travel Details

[\(not set\)](#)

Interview

Phone Interview Required? [Yes](#)

Signed Agreement Required? [No](#)

Orientation

Orientation on Site? [Yes](#)

Orientation Stipend? [No](#)

Travel Advisory

United States

1 Exercise normal precautions