

# Walter M. Turner

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## Education

**Master of Education, Sociology/Geography, *Delta State University, May 2003***

**Bachelor of Science, Criminal Justice Bachelor of Arts, Sociology, *Delta State University, May 1995***

## Career Experience

### **Assistant Director for Residence Life, Western Carolina University, (June 2003-present)**

- Direct and indirect training, supervision, and evaluation of (4-8) full-time Master-level Resident Directors, 1 graduate assistant, and 1 Resident Manager (2003-2004)
- Direct and indirect responsibility for the overall supervision, operation, and programmatic aspects of (5-12) residence halls housing approximately 2250-3800 students
- Manage the supervision of 44-88 undergraduate Resident Assistants and 2-4 undergraduate Head Residents working in traditional, suite-style, and village-style housing
- Directly responsible for the entire residential campus for the 2003-2004 academic year
- **Participate as a problem solving and crisis intervention resource for professional on-call staff for a campus of 3800 students**
- **Train and advise live-in staff on University and Residential Living policies for the Office of Student Judicial Affairs**
- **Adjudicate upper level violations of the Western Carolina University Student Code of Conduct**
- Work closely with housekeeping and maintenance staff to ensure proper area conditions
- Collaborate with campus wide constituents to promote resources, services, and opportunities to residential students
- Counsel students regarding academic, career related, social, housing, financial, and personal issues, and serve as a referral agent to university and community resources
- Participate in staff selection and training process for professional, graduate, and undergraduate staff

### **Coordinator of Student Development, Mississippi College, (June 2001-December 2002)**

- **Assisted and advised Chief Judicial Officer (Mrs. Charlotte McMath) in the administration of the Student Judicial Process**
- **Trained and advised Student Judicial Bodies**
- **Created and maintained judicial records, spreadsheet, files, and followed up with students**
- Directed the Mississippi College Intramural Program and the Intramural Budget
- Recruited and trained student intramural directors and officials
- Advised the Inter-Service Executive Council (5 Men's Service Clubs)
- Administered effective recruitment for Men's Service Clubs
- Implemented leadership and service opportunities for members of the service clubs
- Maintained compliance with national affiliations of the service clubs
- Recruited, trained, and supervised the BC Rogers Student Union Events Scheduler and student staff
- Managed BC Rogers Student Union Budget
- **Create, Develop, and Implement a comprehensive Alcohol and Drug Awareness Week Program**
- Assisted in programming of Unity Week, Spring Fever Week, and Welcome Week
- Advised Pathfinders- International Student Organization
- **Supervised and trained the MC Crisis Response Team**
- **Trained MC Building Managers in crisis preparedness**
- **Worked closely with Community Service Center**
- **Served as Campus Supervisor and on-call professional**
- Served as Resident Director for Hederman Hall

**Assistant Director of Residence Life and Conferences, Millsaps College, (January 2000-May 2001)**

- Managed four residence halls that housed approximately 500 undergraduate students
- **Adjudicated alleged violations of the Student Behavior Code**
- **Served as an on-call professional to respond to emergency/crisis situations**
- Assisted in the selection, training, and supervision of 35 Resident Assistants
- Created and developed Senior Resident Assistant position
- Directly supervised 19 Resident Assistants and managed their budgets
- Instituted the Faculty/Staff In-Hall Programming Initiative
- Executed successful campus wide programs
- Conducted monthly staff development opportunities
- Made housing assignments for new students and managed room transfers
- Counseled students on personal, academic, spiritual, and social matters and offered options as needed
- Worked closely with the Events Scheduling Coordinator
- Managed the scheduling of conference meeting rooms, food services, and campus facilities
- Prepared conference proposals, contracts, and final billing statements

**Field Operations Supervisor, US Dept. of Commerce/Census Bureau, (January 2000-July 2000)**

- Responsible for the thorough and accurate enumeration of Rankin County MS
- Responsible for the selection, training, and supervision of 2-FOS Assistants, 20-Crew Leaders, 10-Crew Leader Assistants, 240-Enumerators (approximately 270 total employees)
- Supervised the production of all field operations materials used
- Conducted weekly Crew Leader meetings
- Programmed monthly staff development activities for the FOS district

**Hall Director/Graduate Assistant, Delta State University, (August 1997-December 1999)**

- Responsible for the student development and quality of life for the freshmen men's residence hall
- Directed the programming efforts and manage 9 workers (4 Resident Assistants, 5 Desk Attendants)
- **Adjudicated alleged minor infractions of student code of conduct**
- Revived and developed residence hall councils within each hall
- Created an executive body with representation from each residence hall council
- Developed and direct all programming efforts of the residence hall councils

**Revenue Agent, Mississippi State Tax Commission, (November 1995-April 1997)**

- Collected all delinquent or evaded tax liabilities
- Registered all new business and taxable work in the territory
- Educated taxpayers about state tax law
- Encouraged compliance with state tax law

**Selected Recent Honors, Committees, Community Service, and Affiliations**

**Critical Incident Communication Team**

**Campus Safety Committee**

**Service Learning Advisory Committee**

Multiple Search Committees

**SPARC Coalition**

WCU Student Affairs Star Award 2004-2005

**WCU Student Affairs Service Award-Judicial Affairs 2004-2005**

WCU Student Affairs Energizer Award 2004-2005

WCU Student Affairs New Employee of the Year Award 2003-2004

Coach- Jackson County Recreation Department (Soccer)

Supporter-Cross Cultural Project to South Africa