Welcome to Ryan Hall!

Established in 2009, Ryan Hall is home to 250 of the most caring, generous, welcoming, and strong women on campus.

**Mascot**: Wildcats

**Colors**: Turquoise and white

**Signature Events**: Wheelchair Basketball Tournament each spring, Caring Cats Clothing Collection (campus-wide) each winter

**Location**: Adjacent to the Morris Inn and the Notre Dame Bookstore

We have been named Women’s Hall of the Year in 2011-2012 and 2013-2014 academic years – we’re a new but strong community!

**Ryan Assistant Rector Expectations**

- Assist the Rector in facilitating the growth and development of the residents of Ryan Hall
- Communicate regularly and professionally with Rector, including two weekly meetings as head staff
- Participate in staff meetings and staff development, including bi-monthly 1:1 with rector
- Get to know the women of the hall and be present to build community with them
- Attend Mass Sunday night with the community
- Fulfill expectations for being on duty approximately 3 nights per week; carry emergency phone one day per week
- Submit work orders for maintenance in the hall
- Attend and participate in signature events and hall programs
- Coordinate planning for hall dances, including being on duty with all Hall Staff those nights
- Participate in disciplinary procedures, which may include overseeing completion of disciplinary sanctions
- Assume duty responsibilities during University breaks
- Respond to emergencies
- Assist Rector in overseeing Welcome Weekend Events
- Supervise RAs (Resident Assistants)
- Procard and budget management
- Complete other tasks assigned by Rector (see below: Hall Council and Spiritual Life)

**Spiritual Life Assistant Rector**

- Organize and oversee all Spiritual Life Committee meetings and programs
- Organize Wednesday and Sunday night Masses (includes scheduling presiders, supplying the sacristy, overseeing the sacristan, supporting the music team, advertising Mass, and confirming volunteers)
- Keep Mass calendar of outside groups using the Ryan Hall Chapel
- Coordinate any special programming, such as Waffle Wednesday Mass Social and “Ryan Hall Real Talk”
- Work with Spiritual Life Committee to host a Spring retreat
- Develop ways to help women integrate their academic, social, and spiritual lives in the hall and on campus
Hall Council Assistant Rector

- Work closely with Executive Board (President, Vice President, Treasurer, and Secretary) and Rector in planning and execution of hall activities; meet with Executive Board weekly before Hall Council meetings
- Responsible for overseeing all Hall Council by approving agenda prior to meeting
- Coordinate large events such as hall dances and act as resource for signature events
- Approve and oversee all budget spending with Treasurer and approve Secretary’s Stall Notes weekly
- Request funding from Student Activities and submit follow-up paperwork
- Work with the Hall President in elections of new government each winter
- Work with Hall President to evaluate commissioners and determine any restructuring that may need to occur
- Hall shopping delegation including weekly hall council snack

This is a hall of great women who are encouraged to serve the community and one another with great love. While living in community, they’re called to discover themselves as leaders, care for their fellow Wildcats, and pursue education with vigor. Please check out our website:

nd.edu/~ryan

Feel free to contact Allyse Gruslin with any questions you may have: agruslin@nd.edu