

Senior Director of Diversity, Equity, and Inclusion

Requisition ID: 2022-5714

of Openings:

1

Location: US-UT-Logan

Category:

Other

Position Type:

Benefited Full-Time

Job Classification:

Exempt

College:

Diversity Equity & Inclusion

Department:

Vice President-DiversityEquity&Incl

Advertised Salary:

Minimum \$86,000 commensurate with experience plus excellent benefits.

Overview

The Senior Director of Diversity, Equity, and Inclusion will work to promote institutional goals for diversity, equity, and inclusion; principles of community and belonging by creating opportunities for access, learning, networking, and service on and off campus; establish, promote and maintain collaborative partnerships and relationships between the DEI Offices statewide, University academic and administrative units, and community institutions and organizations. This position will serve as Proxy for the Vice President and assist with leadership of the DEI Division. They will also have some budget oversight.

Responsibilities

- Assist the Vice President in providing strategic leadership for diversity, equity and inclusion departments.
- Work closely with campus units and colleagues to support the recruitment and retention of diverse faculty, staff and students.
- Establish opportunities for learning to promote a sense of belonging and inclusiveness for faculty, staff and students.

- Collaborate with academic units and other student support services to support students' retention and enhance a sense of community and belonging.
- Develop and implement pathways for collaboration, mentorship and apprenticeship opportunities with alumni, career professionals, community leaders and organizations for historically underserved populations.
- Assist in the planning and supervision of annual USU DEI signature events.
- Work collaboratively with K-12 pipeline programs locally to promote USU's goals of access for first-generation students, and those from historically marginalized, underrepresented and underserved backgrounds.
- Oversee the implementation of employee resource groups in alignment with institutional and DEI goals.
- Represent the Division of Diversity, Equity and Inclusion in on-campus and, off-campus DEI related programs and events as needed.
- Schedule meetings and manage communications for the DEI council.
- Occasional travel to all USU locations statewide.

Qualifications

Minimum Qualifications:

- A Master's degree in Higher Education Administration, Student Personnel, Human Relations, Communications, Sociology, Psychology, Education or other related field.
- At least three to five years of experience working in higher education or other related educational, non-governmental, community or related settings.
- Demonstrated ability to work with diverse populations and environments, a high understanding of intercultural and interpersonal competencies.
- Leadership and supervisory experience.

Preferred Qualifications:

- Demonstrated evidence in program development, implementation and assessment.
- Demonstrated experience in public speaking, formal presentations, facilitating workshop and trainings forums.
- Financial management experience.

Knowledge, Skills, and Abilities:

- An understanding of current higher education and societal issues related to diversity, equity, inclusion, belonging and social justice
- Superior communication and organizational skills
- Experience working with Microsoft Suite and social networking platforms
- Demonstrated ability to multi-task in a fast-paced environment
- Ability to maintain confidentiality

Required Documents

Along with the online application, please attach:

- Resume to be uploaded at the beginning of your application in the Candidate Profile under “Resume/CV”
 - Cover Letter to be uploaded at the beginning of your application in the Candidate Profile under “Documents 1-10”
- **Document size may not exceed 10 MB.**

Advertised Salary

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ADA

Employees work indoors and are protected from weather and/or contaminants, but not, necessarily, occasional temperature changes. The employee is regularly required to sit and often uses repetitive hand motions.

University Highlights

About the Division of Diversity, Equity and Inclusion

The Division of Diversity, Equity, and Inclusion promotes Utah State University's commitment to a diverse, equitable, and inclusive institutional culture where everyone feels welcome and valued. Building and maintaining a sense of community and belonging requires that DEI best practices and policies be strengthened and ingrained in institutional goals as well as in our everyday work and interactions.

Utah State University (USU) was founded in 1888 and is Utah's land-grant and space-grant university. USU is one of only 146 research institutions in the U.S. classified as R1 “very high research activity” by the Carnegie Classification of Institutions of Higher Education. As one of the two premier research institutions in Utah, USU provides a high-quality education at an affordable price. With its main campus in Logan, the university serves approximately 27,500 students, including 24,255 undergraduates and 3,171 graduate students. USU Online has served students from all 50 states and 55 countries for 25 years.

USU's statewide system features three residential campuses, 30 total campus locations, and 23 Extension education centers. The university employs 903 full-time faculty members, 124 executive administrators, and 1,649 full-time support staff. USU offers 115 undergraduate majors, as well as 91 master's and 42 doctoral degrees. <https://www.usu.edu/about/fast-facts/> about USU.

A core characteristic of USU is engagement with communities and people in economic development, improvements to quality of life, and human capital. Through the practical application of knowledge, the University and its faculty engage and share expertise with the state, nation, and world, preserving the historical land-grant tradition of partnering with communities to address critical societal issues in the interest of the public good.

The USU main campus is located in beautiful <https://www.loganutah.org/>, a city of about 50,000 situated in a picturesque mountain valley about 80 miles north of Salt Lake City. Outstanding recreational opportunities abound in the nearby mountains and proximate region.

USU is sensitive to the needs of dual career couples and provides a <https://www.usu.edu/provost/faculty-recruitment/dual-career-assistance> to support careers for partners who are also seeking employment.

USU endeavors to provide reasonable accommodations to ensure equal access in all aspects of employment to qualified persons with disabilities. To request a reasonable accommodation for a disability, please contact the university's ADA Coordinator in the Human Resource office at 435-797-0122 or submit a request at hr@usu.edu.

USU Land Acknowledgment

Please visit our website to learn about <https://www.usu.edu/president/initiatives/land-acknowledgment/> of the eight tribes of Utah.

Notice of Non-discrimination

In its programs and activities, including in admissions and employment, Utah State University does not discriminate or tolerate discrimination, including harassment, based on race, color, religion, sex, national origin, age, genetic information, sexual orientation, gender identity or expression, disability, status as a protected veteran, or any other status protected by University policy, Title IX, or any other federal, state, or local law.

The following individuals have been designated to handle inquiries regarding the application of Title IX and its implementing regulations and/or USU's non-discrimination policies:

Executive Director of the Office of Equity Matthew Pinner, discrimination@usu.edu, Distance Education Rm. 401, 435-797-1266

Title IX Coordinator Hilary Renshaw, titleix@usu.edu, Distance Education Rm. 404, 435-797-1266

Mailing address: 5100 Old Main Hill, Logan, UT 84322

For further information regarding non-discrimination, please visit <https://equity.usu.edu/>, or contact:

U.S. Department of Education, Office of Assistant Secretary for Civil Rights, 800-421-3481, OCR@ed.gov

U.S. Department of Education, Denver Regional Office, 303-844-5695,
OCR.Denver@ed.gov

*updated 08/2022

To apply, visit <https://apptrkr.com/3483247>

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