

Director of Diversity and Inclusion 12212017

Job Description

The Director of Diversity and Inclusion is a professional position that provides transformational leadership and strategic vision for student diversity and inclusion initiatives in order to foster a community rooted in inclusive excellence at Stetson University. This position is responsible for managing the development and implementation of campus-wide social identity development training, co-curricular cultural programming, and student support services through the Office of Diversity and Inclusion (ODI). ODI provides individual support, mentoring, referrals and education to foster a welcoming, safe and inclusive environment for all students, with special attention to historically marginalized students and their allies. ODI facilitates discussions and programs with students that promote the principles of equity, inclusion, access, and social justice. The Director reports to the Director of Community Engagement and Inclusive Excellence within the Division of Campus Life and Student Success (CLaSS). The Director will work synergistically with departments within CLaSS, the university in its entirety, and faculty and academic leaders to develop and implement programs that challenge and support students who *dare to be significant*TM.

ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES:

- Act as a University catalyst for student identity development (of self and understanding of others) and empowerment of an inclusive campus community.
- Provide the vision and execution of training and workshops that meet the department's strategic goal, fostering identity development among students.
- Provide supervision and leadership to the diversity and inclusion staff team including the Coordinator of Diversity and Inclusion, an AmeriCorps Notre Dame Member who oversees outreach initiatives to the Stetson campus, and a Graduate Assistant who oversees the SU FIRST (first generation) peer mentor program.
- Work synergistically with student leaders to advance peer-based diversity, equity, and inclusion work through student organization leadership, including: Multicultural Student Council, Multicultural Student Organization faculty/staff advisors, and Multicultural Student Organizations.
- Empower students to plan and facilitate programs and workshops that center around critical and transformational dialogue, cultural and diversity education, and community-building programs, with a focus on development of long-term and annual programs which become embedded as campus traditions.
- Partner with the University Inclusion Implementation Strategy Group, which is a group of Stetson community members that provide insight, direction, and guidance towards achieving the universities diversity and inclusion strategic goals.
- Network and partner with other offices and faculty to increase diverse student participation in high impact learning and support initiatives.
- Create and continuously develop campus-wide trainings about diversity and inclusion, social justice, and multicultural education in partnership with faculty, staff, students, and community partners.
- Coordinate and assist student, staff, and faculty efforts in planning and implementing holistic educational, intercultural, spiritual, social, and leadership development programs that increase awareness, foster learning, and incorporate reflection in order to cultivate an inclusive community and prepare students for life in a global world.

- Develop strategic external networks and relationships that expand the Stetson community for our students.
- Oversee operations of the Office of Diversity and Inclusion within the Student Union and the Cross Cultural Center (Tri-C) standalone space including: marketing, budget, supervising student office staff and assessment of learning outcomes.
- Collect and interpret institutional data from a lens of inclusion to increase awareness and knowledge of the current issues facing Stetson student populations and to develop intentional outreach programs and initiatives for specific student populations designed to increase engagement, retention, and post graduate success.
- Serve as the chair for the Bias Education Response Team (BERT) by training faculty and staff BERT members and following up with bias related incidents on campus.
- Provide success coaching to students; provide support and resources to develop effective self-determination and self-advocacy to reach students' academic and personal goals.
- Perform other intentional duties that contribute to the University mission as assigned, including shared governance through community work.

YOUR TEAM:

Campus Life and Student Success is a dynamic, evolving division driven by transformational leadership and continuous improvement. We seek team members who are highly motivated, strategic thinkers and relationship builders who thrive on shared governance. Our high expectations are matched by a robust professional development curriculum which promotes achievement and significance through self-assessment, reflection, and holistic goal setting. We actualize a philosophy of challenge and support grounded in liberal learning and development as it relates to student persistence and success. We are committed to facilitating student discovery and exploration consistent with the aims of a broad liberal arts education; offering impactful learning opportunities based on current research and empirical data; cultivating the unique strengths and perspectives of individual students; fostering global awareness, social justice values, and civic engagement; and providing a healthy and vibrant educational environment conducive to holistic well-being. This position will also closely collaborate with the Department of International Learning.

INTER-DIVISIONAL COLLABORATION:

This position will closely collaborate with many divisions/departments on campus. This will include, but is not limited to work with Career Development and Alumni Engagement offices to strengthen relationships with diverse alumni for internship opportunities and career advice, collaboration with WORLD International Learning to provide support to international students and to encourage domestic students to study abroad, collaboration with the Academic Success Center on success coaching and academic support initiatives, extensive work with Student Development and Campus Vibrancy collaborating on efforts such as club and organization development and support and leadership programming, and collaboration with Wellness and Recreation to encourage diverse student participation in wellness services, initiatives, and programs. The Office of Diversity and Inclusion also closely partners with the department of Residential Living and Learning to create space for open dialogue across different social identities in resident halls.

THE UNIVERSITY:

Founded in 1883, Stetson University (<http://www.stetson.edu>) is a private, selective university comprised of a rich array of liberal arts and professional academic programs. Collectively, Stetson's faculty works with over 4,100 students in undergraduate, graduate, and professional

programs. The University's historic main campus, located in DeLand, enrolls more than 2,800 students in undergraduate programs in the College of Arts & Sciences, the School of Business Administration, and the School of Music. Stetson University College of Law, Florida's first law school, moved from the main campus to Gulfport in 1954, and, with the addition of the Tampa Law Center, serves over 1,000 students working full-time or part-time toward J.D. or LL.M. degrees. Graduate programs offered at the main campus and at Stetson University Center in Celebration include Business, Educational Leadership, Reading Education, and Counseling. Florida's oldest private institution of higher learning, Stetson has regularly been ranked among the best regional universities in the Southeast and was the first private college in Florida to be granted a chapter of Phi Beta Kappa.

Stetson University provides an inspiring education that engages students with rigorous academic and creative study grounded in liberal learning and promotes civic values of personal and social responsibility. Working closely with faculty and with one another, students cultivate abilities to explore issues deeply, think critically, reason empirically, speak persuasively, and connect ideas creatively. Firmly committed to inclusive excellence, our vibrant community of teacher-scholars nurtures the potential of individual students to lead lives of significance and prepares each to meet the challenges of shaping the future—locally, nationally, and globally. Stetson University is located in DeLand, Florida, one-half hour's drive from Daytona Beach and from Orlando's northeast suburbs, offering easy access to both outdoor recreational opportunities and the amenities of a larger city. DeLand, Florida is the county seat as well as a college town with Stetson University's campus classified as a National Historic District. The award-winning downtown, known as Mainstreet DeLand, is lined with local gift and antique shops, restaurants, and entertainment venues hosting several festivals and special events.

Minimum Education: Master's degree in Higher Education, Multicultural Education, Social Justice Education, Counseling, Student Personnel Administration, or related field required.

Required Skills

ability to relate well to students, parents, scholars, faculty, staff, and others from diverse cultural backgrounds; strong written and verbal communication skills; diligent attention to detail and meticulous record-keeping, including budgets; sound professional judgment and a strong sense of ethics; ability to create and maintain efficient systems and processes; ability to work independently with little supervision; and ability to work effectively and successfully in a dynamic and energetic team.

Required Experience

- Master's degree in Higher Education, Multicultural Education, Social Justice Education, Counseling, Student Personnel Administration, or related field required.
- At least four years' experience with supervision and planning/implementing programs and activities in job-related areas;
- Experience in learning outcomes assessment;
- Experience designing and administering diversity education programming and curricula.

Job Location

DeLand, Florida, United States

Position Type

Full-Time/Regular