ASSISTANT DEAN OF STUDENT DIVERSITY, EQUITY and INCLUSION  
STUDENT LIFE DEPARTMENT  
FULL-TIME  
HIRING RANGE: $57,531 TO $60,916  

FUNCTION:  
The Assistant Dean of Students for Diversity, Equity and Inclusion reports to the Vice President for Student Life/Dean of Students and directs the Intercultural Student Center (ISC), supervises the Director of Student Diversity, Equity and Inclusion, the Assistant Director of International and Intercultural Student Programs, oversees a variety of initiatives designed to support and retain historically underrepresented students and international students, provides educational opportunities to address diversity and inclusion issues, and teaches courses as approved.  

RESPONSIBILITIES:  
1. Direct campus intercultural student services.  
2. As a member of the Student Life director’s team, oversee planning, support, and advocacy for historically underrepresented and underserved student populations.  
3. Supervise the assistant director for international and intercultural student programs in developing intercultural and international student services on campus.  
4. Oversee the Intercultural Student Center (ISC).  
5. Direct the Cultural Diversity Advocate (CDA) student leadership program/select, train, and supervise CDA’S (through the structure of GE 330 leadership training course).  
6. Serve as representative on appropriate campus and community intercultural and diversity committees and task forces.  
7. Serve as an advocate for students on issues related to cultural experience.  
8. Budget management for both the International and Intercultural student development accounts.  
9. Design and initiate campus-wide informational and educational opportunities on topics of intercultural competence in collaboration with strategic campus partners.  
10. Support and/or design and initiate programming in connection with nationally recognized observations, celebrations, and commemorations (e.g. MLK Week, Social Activist Week, Women’s History Awareness, Racial/Ethnic Heritage/History Month programming, etc.).  
11. Provide leadership in the daily and routine operation of the Act Six scholarship program.  
12. Work collaboratively with the Assistant Vice President for Diversity, Equity and Inclusion on advancing diversity/intercultural-related strategic goals and objectives.  
13. Work collaboratively with the Admission department on advancing diversity/intercultural-related recruitment goals and objectives.  

TEACHING:  
1. Teach courses, as negotiated with and approved by the Office of Academic Affairs and the Vice President for Student Life, including GE 330 for cultural diversity advocates (1 credit), Freshmen Seminar for Act Six students (1 credit), Senior Seminar for Act Six students (1 credit)
QUALIFICATIONS:
• Master’s degree in relevant field required; exceptional relevant experience in lieu of advanced degree may be considered.
• Minimum 5 years preferred experience with historically underrepresented students within higher education.
• Demonstrated experience in intercultural communication, international student support services, multicultural education, and programming that addresses diversity and inclusion issues within higher education, strongly preferred.
• Experience in teaching at university level, preferred.
• Demonstrated awareness and commitment to effectively establishing relationships and positive communications across multiple dimensions of diversity including, but not limited to, race, gender, sexual orientation, physical limitations, class or religious perspectives
• A personal commitment to the Christian faith.
• A commitment to the University’s intercultural competency and diversity efforts in educating students to effectively communicate across cultures.
• An active commitment to equal opportunity for all persons.
• A commitment to the educational mission of Whitworth University as a Christian liberal arts university affiliated with the Presbyterian church.
• Background check required.

APPLICATION PROCESS:
The following documents are required to complete the online application form:
1) A letter of interest that relates your education and experience to the qualifications of the position and includes a note confirming your interest in this position at our posted hiring range.
2) Résumé
3) The names, addresses, telephone numbers and email addresses of three academic/professional references
4) A one-page document describing your personal commitment to the Christian faith.

Whitworth complies with all federal, state, and local nondiscrimination laws that are applicable to religious nonprofit institutions and does not engage in unlawful discrimination on the basis of race, color, national origin, age, sex, or disability. With our commitment to building a diverse community, the university encourages applications from populations underrepresented at Whitworth including members of racial/ethnic communities, women, and persons with disabilities.