DIRECTOR OF STUDENT DIVERSITY, EQUTIY, AND INCLUSION
FULL TIME 11-MONTH POSITION
ANTICIPATED START DATE: AUGUST 1, 2019

THE POSITION: The Director of Student Diversity, Equity, and Inclusion reports to the Assistant Dean of Student Diversity, Equity, and Inclusion and leads the Act Six Scholarship program; the BUCS (Building Unity and Cultivating Success) peer mentoring program; and works closely with the Assistant Dean on a variety of initiatives designed to support and retain historically underrepresented and underserved students; collaborates with others across campus to provide support and follow-up for at-risk students as necessary; and provides programs designed to increase education and awareness across campus related to diversity, equity, and inclusion.

1. Develop positive relationships, care, support, and referrals for students, and assist with crisis management, conflict resolution, and mediation for students as needed.
2. Serve as an advocate for students on issues related to diversity, equity, and inclusion.
3. Work collaboratively with members of the campus community to achieve diversity-related strategic goals and objectives, including with the student life staff; the associate vice president for diversity, equity and inclusion; and the Admissions office in its recruitment of students from historically underrepresented racial and ethnic populations, including participating in the MVP weekend each spring.
4. Communicate effectively with others, including faculty, staff, students and the public, in a spirit of teamwork, respect and customer service.
5. Provide leadership to Whitworth’s Act Six Scholarship Program in collaboration with the Assistant Dean.
   a. Convene the Act Six steering committee.
   b. Design, execute, and assess Act Six programming, to include leadership trainings throughout the academic year for all scholars which address life skills, conflict resolution, and leadership development; fall orientation; student retreats; the spring visit weekend of incoming Act Six scholars; etc.
   c. In cooperation with the Act Six steering committee, review and edit the Act Six student handbook as necessary.
   d. Develop and maintain positive relationships and communication with Act Six community partners, including YMCA Spokane and Degrees of Change.
   e. To the degree possible, attend local incoming scholars’ training in order to assist with these students’ successful transition to Whitworth.
   f. Support Admissions in the coordination of the Phase III semifinalist event weekend.
   g. Plan and execute the graduation celebration for graduating Act Six scholars.
6. Provide leadership to the BUCS (Building Unity and Cultivating Success) peer mentoring program.
   a. Select, orient, and train mentors
   b. Match mentors with mentees
   c. Provide opportunities and support for mentors and mentees throughout the academic year
   d. Provide annual assessment of mentoring program and mentoring relationships
   e. Provide internal and external resources for mentors and mentees as needed
7. Assist in leading the BUCS (Building Unity and Cultivating Success) Bridge pre-orientation program with the Assistant Dean and BUCS Bridge Coordinator.
8. Assist in the training and education of CDAs (Cultural Diversity Advocates) with the Assistant Dean and Assistant Director.
9. Serve as a representative on the appropriate campus and community committees and task forces as assigned by the Assistant Dean.
10. Assist in regular communication with various campus offices and departments regarding recruitment, selection, and preparation of the above targeted student groups.
11. Manage budgets for assigned programs.
12. Other duties as assigned.
TO SUCCEED IN THIS ROLE CANDIDATE WILL NEED:

- Master’s degree in student development, intercultural communication, leadership, psychology, or other related field; combination of education and exceptional related experience may be considered in lieu of master’s degree.
- Two years’ experience working in student life in higher education preferred; successful experience with college-aged individuals required.
- Successful experience working with and building relationships with individuals from historically underrepresented and underserved racial and ethnic populations, including other historically marginalized populations within the United States, first generation college students.
- Successful mentoring experience.
- Successful experience with group facilitation.
- Demonstrated understanding and implementation of best and promising practices resulting in the retention of students from underrepresented and underserved populations at predominantly white institutions.
- Demonstrated understanding of the unique challenges experienced by students from underrepresented racial/ethnic populations at predominantly white colleges and universities.
- Exceptional written, oral, and interpersonal communication skills.
- High level of initiative, planning, and organizational skills.
- Ability to establish and maintain positive working relationships with students, faculty, staff, and others vested in the community and culture of the university.
- Computer proficiency including Microsoft Office and social media prowess.
- Effective and engaging training and presentation skills.
- Ability to handle crisis and conflicts in a culturally informed and ethical manner.
- Ability to design, apply, and assess programs that increase understanding of issues regarding diversity, equity, and inclusion.
- A personal commitment to the Christian faith and the integration of faith and learning.
- A commitment to the mission of Whitworth University as a Christian liberal arts university affiliated with the Presbyterian church.
- Background check required.

IF THIS SOUNDS LIKE THE JOB FOR YOU:
The following documents are required to complete the online application:
1. A letter of interest
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

Please direct questions about the application process to August Weil, employment manager, at a weil@whitworth.edu Please direct questions about the position to the search committee chair, Shawn Washington, assistant dean of student diversity, equity, and inclusion, at swashington@whitworth.edu.

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.