

Director of the Center for Diversity and Inclusion
Oregon State University

Direct Link: <https://www.AcademicKeys.com/r?job=236859>

Downloaded On: Jun. 29, 2024 4:36pm

Posted May 30, 2024, set to expire Sep. 27, 2024

Job Title Director of the Center for Diversity and Inclusion
Department College of Engineering
Institution Oregon State University
Corvallis, Oregon

Date Posted May 30, 2024

Application Deadline 07/06/2024

Position Start Date Available immediately

Job Categories Director/Manager

Academic Field(s) Multicultural Affairs/Diversity

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Job Description

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Director of the Center for Diversity and Inclusion

Oregon State University

Department: College of Engineering (ENG)

Appointment Type: Professional Faculty

Job Location: Corvallis

Recommended Full-Time Salary Range:

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\$60,288 - \$105,420

Job Summary:

The College of Engineering is seeking a Director of the Center for Diversity and Inclusion . This is a full-time (1.00 FTE), 12-month, professional faculty position.

This position is part of a highly collaborative student services and engagement team in Oregon State's College of Engineering (COE). This role will provide guidance, leadership and support to the students served by the Center for Diversity and inclusion (CDI) as well as the affinity organizations served by the CDI. The role will coordinate existing diversity initiatives, as well as partner with campus resources to develop, implement, and assess new approaches. The role will partner with the college's marketing, communications and recruitment team ensuring inclusive and culturally appropriate efforts are made when communicating with prospective students and families. This position will cultivate relationships with regional community organizations as well as the campus' cultural centers. The role will work with college leaders and organizations to support strategic initiatives including retention, career placement, community building and engagement.

The Director of the Center for Diversity and Inclusion in the College of Engineering will:

- Lead strategy to improve retention and support of underserved students, especially for students from traditionally underrepresented or underserved identities including women, underrepresented students of color, 1st generation, rural, LGBTQQIAA, individuals with disabilities, and veterans, as well as high-achieving and transfer students.
- Serve as Director and lead the Center for Diversity and Inclusion. Provide leadership, coordination and guidance to student organizations supported by the Center for Diversity and Inclusion.
- Serve as a knowledge resource providing expertise, recommendations, and training for college wide outreach, diversity, and inclusions initiatives.

Why OSU?

Working for Oregon State University is so much more than a job!

Oregon State University is a dynamic community of dreamers, doers, problem-solvers and change-makers. We don't wait for challenges to present themselves - we seek them out and take them on. We welcome students, faculty and staff from every background and perspective into a community where everyone feels seen and heard. We have deep-rooted mindfulness for the natural world and all who

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depend on it, and together, we apply knowledge, tools and skills to build a better future for all.

FACTS:

Top 1.4% university in the world

More research funding than all public universities in Oregon combined

1 of 3 land, sea, space and sun grant universities in the U.S.

2 campuses, 11 colleges, 12 experiment stations, and Extension programs in all 36 counties

7 cultural resource centers that offer education, celebration and belonging for everyone

100+ undergraduate degree programs, 80+ graduate degrees plus hundreds of minor options and certificates

35k+ students including more than 2.3k international students and 10k students of color

217k+ alumni worldwide

For more interesting facts about OSU visit: <https://oregonstate.edu/about>

Locations:

Oregon State has a statewide presence with campuses in Corvallis and Bend, the OSU Portland Center and the Hatfield Marine Science Center on the Pacific Coast in Newport.

Oregon States beautiful, historic and state-of-the-art main campus is located in one of Americas best college towns. Corvallis is located close to the Pacific Ocean, the Cascade mountains and Oregon wine country. Nestled in the heart of the Willamette Valley, this beautiful city offers miles of mountain biking and hiking trails, a river perfect for boating or kayaking and an eclectic downtown featuring local cuisine, popular events and performances.

Total Rewards Package:

Oregon State University offers a [comprehensive benefits package](#) with benefits eligible positions that is designed to meet the needs of employees and their families including:

Medical, Dental, Vision and Basic Life. OSU pays 95% of premiums for you and your eligible dependents.

Free confidential mental health and emotional support services, and counseling resources.

Retirement savings paid by the university.

A generous paid leave package, including holidays, vacation and sick leave.

Tuition reduction benefits for you or your qualifying dependents at OSU or the additional six Oregon Public Universities.

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Robust Work Life programs including Dual Career assistance resources, flexible work arrangements, a Family Resource Center, Affinity Groups and an Employee Assistance Program.

Future and current OSU employees can use the [Benefits Calculator](#) to learn more about the full value of the benefits provided at OSU.

Key Responsibilities

45% Lead the Center for Diversity and Inclusion

- Oversee, develop, and implement new policies, programs, and strategies to retain and support a diverse student population, with a focus on students who are historically underrepresented or underserved in engineering and computer science, in collaboration with the Director of Student Success and Scholarships.
- Advocate for the needs of such students and refine existing programs and/or develop appropriate programs to fulfill needs.
- Liaise with college and university support structures to provide referrals for students.
- Lead and Manage center operations and staffing to support students.
- Support, guide, and partner with student organizations supported by the Center for Diversity and Inclusion, including but not limited to the Society of Women Engineers, Society of Hispanic Professional Engineers, National Society of Black Engineers, Society for Asian Scientists & Engineers, oSTEM.
- Support, guide and partner with the organizations student leaders to ensure fair, intelligent and reasonable decisions and actions within the boundaries established by applicable state, federal and local laws, OSU and COE policy.
- Coordinate student attendance and tabling help at selected annual conferences associated with affinity organizations.
- Monitor and report on program/center performance. Support unit leadership in the continuous assessment and evaluation of efforts.
- Provide a supportive structure for students that encourages success. This may include providing introductions and/or referrals to resources where appropriate (career advising, academic support, etc.).
- Provide opportunities for students to connect into existing COE and OSU programming to develop professional identities and leadership skills for successful transitions to engineering careers. This may include working with the COE Career Development Center and COE Schools Employer Relations personnel to connect students with internship and full-time employment opportunities.

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20% Internal & External Outreach

- Maintain strong working relationships with internal and external organizations, including community organizations.
- Develop strong working relationships and programs with OSU faculty, staff, campus-wide programs that support students who are historically underrepresented or underserved.
- Increase COEs involvement in K-12 outreach efforts with the goal of developing accessible pipelines into COE. This may include summer programming, after-school programs, etc.
- Partner with COE colleagues/programs (such as COE Ambassadors), OSU resources across campus (Louis Stokes Alliance for Minority Participation [in STEM], STEM Leaders, Cultural Centers, etc.), as well as strategic middle schools, high schools, and community colleges, to provide motivation and exploration opportunities for engineering as a career choice.

15% Consultation & Strategic Planning

- Work with the Associate Dean for Faculty and Staff Advancement and the college leadership team to develop, assess, and implement the Colleges Equity, Diversity, and Inclusion Strategic Plan.
- Serve as an internal consultant of EDI priorities, offerings, new initiatives, and best practices.
- Translate college-wide EDI priorities and goals into meaningful action planning.

10% Training and Development

- Develop and facilitate workshops and training for students, staff, faculty, and student organizations centered around equity and social justice topics in partnership with Associate Dean for Faculty and Staff Advancement.
- Serve as a resource in the College of Engineering with expertise on topics of Diversity, Equity, Inclusion, and Social Justice.

10% Service and Professional Development and other duties as assigned.

- Participate on COE and OSU committees working to create a highly inclusive and collaborative diverse campus community.
- Participate in ongoing professional development on campus, locally, and nationally to ensure professional growth, ongoing learning, and application of best practices to recruiting and supporting a diverse student population in engineering.

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What You Will Need

- Bachelors degree in STEM, education, social justice, or related discipline.
- 3+ years of experience managing programs.
- 3+ years of experience administering equity and inclusion efforts in large organizations, such as in higher education, industry, or government.
- Advanced training related to diversity, equity, inclusion, and social justice programs and trainings.
- Experience working with students.
- Experience with evaluation, basic data collection, analysis, and presentation to stakeholders.
- Ability to synthesize and communicate information to divergent audiences (including students, faculty, administrators, and external constituencies) for clear understanding and compelling vision.
- A demonstrated commitment to promoting and enhancing diversity.

This position is designated as a critical or security-sensitive position; therefore, the incumbent must successfully complete a criminal history check and be determined to be position qualified as per University Standard: 05-010 et seq. Incumbents are required to self-report convictions and those in youth programs may have additional criminal history checks every 24 months.

This position requires driving a university vehicle or a personal vehicle on behalf of the university; therefore, the incumbent must successfully complete a motor vehicle history check, possess and maintain a current, valid drivers license in their state of residence, be determined to be position qualified and self-report convictions as per University Policy 05-030.

What We Would Like You to Have

- Masters degree or higher in STEM, education, social justice, or related disciplines.
- Bilingual in a language reflecting the student and community population.
- Work experience in post-secondary education.

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Working Conditions / Work Schedule

This is a Corvallis Oregon-on campus position at Oregon State University's main location. Office hours Monday-Friday with This position may require some evening and weekend work as well as transporting students to events. Statewide travel required as necessary to build relationships with community organizations that are scattered throughout the state.

Special Instructions to Applicants

To ensure full consideration, applications must be received by June 22, 2024. Applications will continue to be accepted after the full consideration date, until a sufficient applicant pool has been achieved or the position is filled. The closing date is subject to change without notice to applicants.

When applying you will be required to attach the following electronic documents:

- 1) A resume/CV; and
- 2) A cover letter indicating how your qualifications and experience have prepared you for this position.
- 3) Other Document 1: Confirmation of Degree

You will also be required to answer a diversity question and submit the names of at least three professional references, their e-mail addresses and telephone numbers as part of the application process.

For additional information please contact: Janet Knudson at Janet.Knudson@oregonstate.edu

OSU commits to inclusive excellence by advancing equity and diversity in all that we do. We are an Affirmative Action/Equal Opportunity employer, and particularly encourage applications from members of historically underrepresented racial/ethnic groups, women, individuals with disabilities, veterans, LGBTQ community members, and others who demonstrate the ability to help us achieve our vision of a diverse and inclusive community.

OSU will conduct a review of the National Sex Offender Public website prior to hire.

OSU is a fair chance employer committed to inclusive hiring. We encourage applications from candidates who bring a wide range of lived experience including involvement with the justice system. This job has "critical or security-sensitive" responsibilities. If you are selected as a finalist, your initial job offer will be contingent upon the results of a job-related pre-employment check (such as a background check, motor vehicle history check, sexual misconduct reference check, etc.). Background

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check results do not automatically disqualify a candidate. Take a look at our [Background Checks](#) website including the [for candidates](#) section for more details. If you have questions or concerns about the pre-employment check, please contact OSUs Employee and Labor Relations team at employee.relations@oregonstate.edu.

To apply, please visit: <https://jobs.oregonstate.edu/postings/155086>

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

College of Engineering
Oregon State University

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