

Associate Dean of Student Inclusive Excellence
Tufts University

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Posted May 23, 2025, set to expire Dec. 31, 2025

Job Title	Associate Dean of Student Inclusive Excellence
Department	Division of Student Diversity and Inclusion
Institution	Tufts University Medford, Massachusetts
Date Posted	May 23, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Associate/Assistant Dean
Academic Field(s)	Student Affairs
Job Website	https://jobs.tufts.edu/jobs/21915?lang=en-us&iis=Job+Board&iisn=AcademicKeys
Apply By Email	
Job Description	

Overview

Tufts University invites applications for the position of Associate Dean of Student Inclusive Excellence. Please review the [Application Instructions](#) (*below*), including details for the letter of interest, to be fully considered.

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The Division of Student Diversity and Inclusion is comprised of eight Centers: Africana, Asian American, Indigenous, FIRST, Center for STEM Diversity, LGBT, Latinx, and Women's, centered around creating an inclusive community to support student experience and success. DSDI focuses on student development and success, specifically supporting the development of personal, social, and academic capital through engagement in intentional communities that serve as sites of belonging and empowerment.

This hybrid role requires on-campus presence four days a week during the academic year (late-August to May), with increased flexibility offered in the summer based on departmental needs.

What You'll Do

Reporting to the Dean of Arts, Sciences and the Dean of Engineering, the Associate Dean of Student Inclusive Excellence works as part of a network of support to raise the profile of diversity and inclusion at Tufts and to enhance and provide services to students, faculty, and staff, goals that are shared by AS&E. The Associate Dean leads the Division of Student Diversity and Inclusion to supervise the center directors and to strategize about ways to better support students on the Medford and Fenway campuses around identity development, community building, and student success. The Associate Dean works with the leaders of the student-facing Divisions in Arts, Sciences & Engineering to integrate diversity, equity, and inclusion across a student's experience from matriculation to graduation. The Associate Dean of Student Inclusive Excellence also works in collaboration with the other Assistant and Associate Deans of Inclusive Excellence to provide leadership and strategic visioning for the Schools of Arts, Sciences, and Engineering. The Associate Dean also may serve as a mediator and counselor when conflicts arise on campus.

Responsibilities include:

- Partners with the Deans of the Schools of Engineering and Arts & Sciences, will provide vision and strategy to strengthen cohesion and integration within DSDI, as well as collaboration and partnerships with other shared units of AS&E
- Serves as the representative to a university-wide Inclusive Excellence Cabinet chaired by the Office of Institutional Inclusive Excellence
- Provides leadership support for strategic inclusive excellence priorities and initiatives for the undergraduate students and community
- Enhances inclusive communications within and across schools and the Tufts community
- Collaborates with inclusive excellence training directors to support AS&E needs

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- Serves as a first point of contact for faculty, staff, students, departments, and other units that have concerns, need guidance, and/or have programmatic ideas related to diversity and inclusion. Helps to resolve and mediate conflicts that may occasionally arise
- Integrates Inclusive Excellence Leadership Group recommendations into the unit
- Leads (or co-leads) AS&E leadership committee(s) on inclusive excellence
- Participates in an initial orientation and regular inclusive excellence professional development organized by the Cabinet and communicates important ideas to the school
- Attends an annual Cabinet retreat for strategic planning of Tufts' inclusive excellence priorities
- Prepares school responses to an annual university-level audit of Report on Inclusive Excellence recommendations
- Supervises the Directors of the Africana, Asian-American, FIRST, Latinx, Indigenous, Center for STEM Diversity, LGBT, and Women's Centers and the supporting staff to ensure proper management and infrastructure in collaboration with Center Directors
- Partners with undergraduate divisions (Admissions, Student Services, Student Affairs, Advising, Study Abroad, Library) to elevate diversity priorities and support student success and retention through data-informed best practices
- Oversees the Division of Student Diversity and Inclusion budget and oversees programming funds allocated to the Associate Dean for intersectional student initiatives
- Represents AS&E on broader university inclusive excellence committees and initiatives
- Works closely with the Office of Equal Opportunity (OEO) to facilitate reports of all forms of discrimination and harassment

What We're Looking For

Application Instructions: To receive full consideration, interested individuals should apply online (Tufts Careers) and include: 1) a resume and 2) a letter of interest. **The letter should address/include:**

- *What is your vision for how identity centers could be organized and led to promote cohesive, integrated, and efficient functioning in support of the broader student body at Tufts, as well as those who engage directly with the individual centers?*
- *What strategies would you use to guide this integration process?*

Basic Requirements:

- Knowledge and skills as typically acquired through completion of a master's degree

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- 5+ years of experience in student affairs, student-facing university programs, and/or supporting traditional college-age students
- Deep demonstrated knowledge in diversity, equity & inclusion (DEI) topics, including current research, national trends, and current theory as evidenced by leading DEI initiatives and programming across multiple schools/departments/units
- Superior organizational skills; excellent critical thinking and problem-solving skills; excellent oral and written communication and interpersonal skills
- Proven ability to manage multiple detailed projects independently and collaboratively, with consistent goal achievement

Preferred Qualifications:

- Experience working with young adults/adolescents, families, faculty, senior administration, and staff members within a similar higher education setting is strongly preferred
- Experience supporting innovative student leadership initiatives and developing thoughtful student-faculty-administrative programs

Pay Range

Minimum \$125,950.00, Midpoint \$157,500.00, Maximum \$189,000.00

Salary is based on related experience, expertise, and internal equity; generally, new hires can expect pay between the minimum and midpoint of the range.

Contact Information

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

Contact

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