

Assistant Vice President, Equal Opportunity Compliance
Auburn University

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Posted Dec. 18, 2023, set to expire Oct. 31, 2024

Job Title	Assistant Vice President, Equal Opportunity Compliance
Department	Affirmative Action - EEO
Institution	Auburn University Auburn, Alabama
Date Posted	Dec. 18, 2023
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Associate Vice-(Provost/Chancellor)
Academic Field(s)	Multicultural Affairs/Diversity
Job Website	https://www.auemployment.com/postings/42512
Apply By Email	
Job Description	

Job Summary

Auburn University Audit, Compliance, and Privacy seeks candidates for an **Assistant Vice President of Equal Opportunity Compliance** to lead the university's compliance in all subject areas related to protected status civil rights, including discrimination, harassment, and retaliation laws. In doing so, the AVP for EO Compliance supports the university's commitment to a caring compliance approach to maintaining a working and learning environment free of discrimination, harassment, and retaliation. This position will report to the Vice President, Institutional Compliance & Security.

About Auburn: Auburn was named by Forbes Magazine as one of the state of Alabama's best employers, with employees staying an average of ten years! Learn more about Auburn's impact, generous employee benefits, and thriving community by visiting aub.ie/working-for-auburn

It's a Lifestyle:

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The Auburn/Opelika area is a page right out of Southern Living magazine with an idyllic small-town feel, perfecting a unique balance between a close-knit community and driving consistent growth and development. Paralleling the exponential growth of Auburn University, the Auburn/Opelika area boasts services and amenities that cater to any interest. We're proud of our top school systems, city services, award-winning restaurants, and the infectious spirit of life in a college town. You can find us nestled halfway between the beach and the mountains in a lower-cost-of-living area, two hours outside of Atlanta or Birmingham. If you're new to Auburn, we'd love to introduce you. If you're already acquainted with Auburn, we'll keep it simple: it's time to come home!

Our Commitment: Auburn University is committed to a diverse and inclusive campus environment. Visit auburn.edu/inclusion to learn more about our commitment to expanding equity and inclusion for all.

Essential Functions

Provides strategic guidance and decision-making in all areas pertaining to compliance with protected status civil rights laws and regulations. This involves collaborating with key stakeholders across the organization, conducting thorough risk assessments, and ensuring that the compliance strategy aligns with broader organizational goals.

- Monitors, supervises, and oversees overall campus-wide implementation and compliance with equal opportunity and non-discrimination laws and regulations, ensuring a comprehensive approach that includes regular audits, assessment of institutional practices, and the development of proactive initiatives. This involves collaborating with departmental leaders to establish clear communication channels and disseminate relevant policies. The role further extends to providing guidance on resolving complaints, conducting investigations when necessary, and implementing corrective measures to address identified issues.
- Provides strategic leadership, management, and programmatic direction of the university's nondiscrimination/harassment efforts.
- Responsible for all functions of the university's AA/EEO Office, including the education, prevention, and investigative functions and ensuring proper structuring and staffing to maintain compliance and best practices.
- Oversees and manages the strategic & operational activities of the department, providing guidance, support, and direction to ensure the efficient and effective execution of tasks and the achievement of organizational goals. This includes recruitment/selection, professional development, corrective actions, and organizational planning.
- Maintains and develops expertise in all subject areas related to protected status civil rights compliance, including discrimination, harassment, and retaliation laws, policies, best practices, strategies, resources, and initiatives, with a focus on proactively identifying emerging trends and

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legal developments. This includes regularly engaging in professional development activities, staying abreast of industry benchmarks, and collaborating with relevant stakeholders to implement comprehensive and effective measures that not only address current compliance needs but also anticipate and mitigate future challenges in the realm of civil rights protection.

Minimum Qualifications

Master's Degree (no specific discipline) and 10 years of experience in the administration and/or management of affirmative action plans, equal employment compliance functions, and/or American with Disabilities Act compliance.

OR a Juris Doctorate (preferred) and 8 years of experience in the administration and/or management of affirmative action plans, equal employment compliance functions, and/or American with Disabilities Act compliance.

Minimum Skills, License, and Certifications

Minimum Skills and Abilities

Advanced knowledge and expertise in civil rights laws, including detailed analysis and application of federal and state laws, regulations, guidance, and requirements pertaining to ADA/504, Title IX, Title VII, Title VI, and any other applicable equal opportunity and affirmative action laws and regulations. And Knowledge of higher education policies and practices.

Contact Information

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

Contact