



# MINNESOTA STATE

Human Resources

Your HR team for the system office

## Job Class: MnSCU Academic Professional 4 – F011P Working Title: Director of Equity Assessment

**Who May Apply:** Open to all qualified job seekers

**Date Posted:** 9/3/19

**Closing Date:** Until filled – review of applications begin on 9/17/19

**Hiring Agency/Seniority Unit:** Minnesota State - System Office/MAPE

**Division/Unit:** Equity & Inclusion

**Appointment Type:** Unlimited, Full-time

**Work Shift/Work Hours:** Day Shift

**Days of Work:** M-F

**Travel Required:** Yes, up to 20%

**Salary Range:** \$25.37 - \$37.45/hourly; \$52,973- \$78,196/annually

**Classified Status:** Unclassified

**Bargaining Unit/Union:** 214/MAPE

**FLSA Status:** Exempt

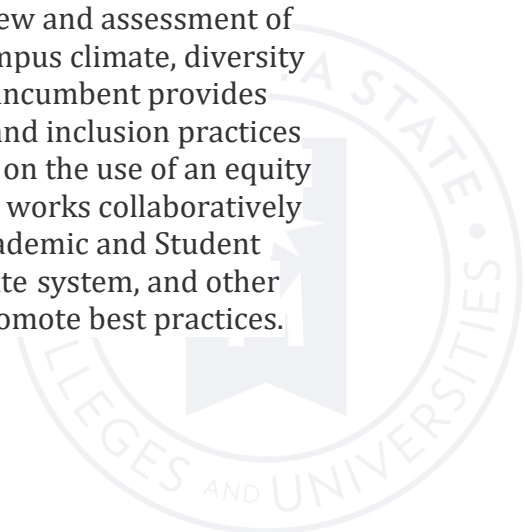
**Location:** St. Paul

**[Connect 700 Program Eligible:](#)** Yes

### Job Summary:

This position supports the Minnesota State Office of Equity & Inclusion in executing strategies to meet the strategic equity and inclusion goals and measures related to student success retention & completion, campus climate, diversity recruitment, hiring, employee retention, and procurement practices.

The Director of Equity Assessment provides leadership for the review and assessment of diversity and inclusion initiatives that focus on student success, campus climate, diversity recruitment, hiring and retention, and procurement practices. The incumbent provides guidance for evaluating, adopting, and integrating effective equity and inclusion practices for campuses and the system office. Specific attention is prioritized on the use of an equity lens based approach to policy review and assessment. The Director works collaboratively within the Office for Equity and Inclusion and partners with the Academic and Student Affairs division, campus Diversity Officers across the Minnesota State system, and other divisions to coordinate and develop strategies and replicate and promote best practices.



## **Minimum Qualifications:**

**Resume must reflect all minimum qualifications. Please enter your experience in chronological order, including the month and year of employment.**

- Bachelor's degree in a related field.
- Five (5) years of experience leading and directing equity & diversity programming, and supporting diversity initiatives.
- Experience in research development and analysis assessment, survey development, analysis, and reporting.
- Experience in developing learning outcomes, assessment plans, and conducting assessment projects.
- Experience working with cultural competency and awareness appropriate to train faculty/staff/students and build relationships within communities of color.
- Experience working with diverse communities and working with large and diverse stakeholder groups.
- Demonstrated knowledge of excellent command of contemporary diversity, equity and inclusion practices.
- Effective oral and written communication.
- Ability to organize detailed projects.
- Demonstrated ability to troubleshoot, solve problems collaboratively when necessary.
- Demonstrated ability to efficiently complete projects requiring team approach and efforts.

Minnesota State is unable to sponsor applicants for work visas. All applicants must be legally authorized to work in the US.

## **Preferred Qualifications:**

- Master's degree in closely related field
- Demonstrated facilitation skills with multiple audiences addressing complex topics
- Project management experience
- Exceptional writing and communication skills
- Five (5) or more years' experience working in the field of Equity and Inclusion

## **Additional Requirements**

In accordance with the Minnesota State Colleges & Universities (Minnesota State) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle shall be required to conform to Minnesota State's Vehicle use criteria and consent to Motor Vehicle Records check.

## **Other Information:**

Employment information for this position can be found in its collective bargaining agreement or its plan document at <http://mn.gov/employee-relations/labor-Relations/Labor>.

## **Why Work for Us**

At Minnesota State we promote the ability for our employees to move within the Minnesota State system of Colleges and Universities, located throughout the State of MN. To learn more, please visit: [Work at Minnesota State!](#)

At Minnesota State, we have a GREAT BENEFITS PACKAGE! Our generous benefits include 11 paid Holidays, Vacation Time, Sick Time, six weeks of Paid Parental Leave, low cost medical and dental insurance with low deductibles, a Pension Plan, 457(b) and 403(b) retirement plans and other retirement investment options, pre-tax medical and dental expense (with roll-over option) and dependent care accounts, employer paid life insurance, short and long term disability, as well as professional development and a tuition waiver program for employees and their dependents, etc. We promote the health and well-being of our employees and take work/life balance seriously.

Minnesota State System Office is proud to be a Minnesota Yellow Ribbon agency.

## **How to Apply**

Please go PeopleAdmin at <http://mnsystem.peopleadmin.com/postings/1461>

## **Contact**

If you have questions about the position, contact Jessica White at [jessica.white@minnstate.edu](mailto:jessica.white@minnstate.edu) or 651/201-1845.

## **Equal Employment Opportunity**

Minnesota State Colleges and Universities is an Equal Opportunity employer/educator committed to the principles of diversity. We prohibit discrimination against qualified individuals based on their race, sex, color, creed, religion, age, national origin, disability, protected veteran status, marital status, status with regard to public assistance, sexual orientation, gender identity, gender expression, or membership in a local commission as defined by law. As an affirmative action employer, we actively seek and encourage applications from women, minorities, persons with disabilities, and individuals with protected veteran status.

Reasonable accommodations will be made to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job

application system, please contact the job information line at 651.259.3637 or email [careers@state.mn.us](mailto:careers@state.mn.us). Please indicate what assistance is needed.