



NC STATE

Job Prospectus for the Vice Provost for Institutional Equity and Diversity

NC State University

Raleigh, NC | Summer 2019

The Office for Institutional Equity and Diversity

The Office for Institutional Equity and Diversity (OIED) seeks to foster an inclusive, accessible and diverse intellectual and cultural campus experience related to the mission of NC State. OIED facilitates efforts to ensure equity and opportunity, increases awareness of diversity issues through education, and strengthens relationships across diverse groups. Through these efforts, OIED promotes cultural competency development, thereby fostering a welcoming and respectful campus. The office works to increase participation, retention and success of students, faculty and staff from historically underrepresented groups. By providing guidance, programming and outreach to constituent groups and the community, and by adhering to accountability and compliance standards, OIED prepares NC State students, faculty and staff for local, state, national and global collaboration.

- The Equal Opportunity and Equity unit is a resource for addressing questions or concerns related to equal opportunity compliance on campus. Collaborating with partners and informing the campus of federal, state and local laws and university policies, the unit works to keep NC State fully compliant.
- Diversity Engagement, Training and Education provides leadership in the university's efforts to coordinate, implement and facilitate educational programs, promote cultural competency and foster an understanding of and appreciation for diversity, equity and inclusion throughout the university community. Activities include providing diversity training, programs and consultation for the recruitment, retention and success of students, faculty and staff and reviewing and recommending changes to university policies, procedures and regulations to promote diversity and enhance inclusion.
- Campus Community Centers (African American Cultural Center, GLBT Center, Multicultural Student Affairs and Women's Center) foster community; celebrate identity and culture; raise awareness; and support, empower and advocate for positive change for underrepresented and marginalized students, families and communities. They create spaces and activities that improve campus climate and enhance the overall educational experience for all students.
- The Bias Impact Response Team (BIRT) provides a system through which a person can report incidents of bias on and around campus. BIRT seeks to effectively engage with impacted individuals and groups to achieve awareness, support, education and restoration.
- OIED's Communications unit keeps the campus community informed of all happenings related to OIED, including events, activities, educational opportunities, trainings and more.

The Opportunity

NC State seeks nominations and applications for the position of Vice Provost for Institutional Equity and Diversity. The successful candidate will promote the university's core values of equity and diversity and ensure university compliance with equal opportunity and non-discrimination laws, regulations and policies. This is an outstanding opportunity for a dynamic, knowledgeable professional who is committed to providing an inclusive learning, living and work environment free from harassment and discrimination for all members of the NC State community.

The Position

The Vice Provost for Institutional Equity and Diversity reports directly to the Executive Vice Chancellor and Provost and is responsible for the following:

- Directing, leading and providing oversight for the daily operational and consultative activities of the Office for Institutional Equity and Diversity;
- Coordinating and overseeing university programs to assure compliance with applicable policies, procedures, processes, best practices and training in compliance with anti-discrimination legislation and regulations, including Title VII, Title IX, the Violence Against Women Act (VAWA), the Age Discrimination in Employment Act (ADEA), the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act;
- Serving as the university's Title IX Coordinator and ADA Coordinator;
- Ensuring thorough and prompt investigation and resolution of discrimination and harassment complaints from students and employees;
- Providing tangible and accessible guidance as to how the university can incorporate equity and diversity into its infrastructure (e.g., messaging, climate, culture);
- Consulting with and providing guidance to senior leadership, administrators, managers and supervisors about nondiscrimination policies, procedures, best practices and strategies to increase diversity, inclusion and retention;
- In partnership with Human Resources, designing effective strategies to increase diversity in employment and identifying best practices for recruitment, hiring, promotion and retention of faculty and staff;
- Fostering synergy and collaboration among the units under the Office for Institutional Equity and Diversity umbrella;
- Overseeing development of training/education programs aimed at increasing awareness, knowledge and skills and providing exposure to the campus community on various aspects of intercultural competency;
- Overseeing development of training/education programs aimed at identifying, preventing and reporting discrimination, harassment and sexual violence for students and employees;
- Developing and maintaining communication strategies (web, print, media, etc.) to raise awareness of available resources and to enhance the university's policies, best practices and programs;
- Fostering collaboration across campus and in a diverse professional setting with Human Resources, Office of General Counsel, Division of Academic and Student Affairs, Provost's Office, Office of Admissions, Office of Student Conduct, NC State Police, NC State Athletics, senior leaders and other campus constituencies;
- Submitting annual Equal Employment Opportunity and Affirmative Action plans and reports and responding to inquiries and audits; and
- Other leadership and management duties and responsibilities as assigned.

Qualifications

- Master's degree in human resources, public administration, sociology, psychology, social work or related field and a minimum of ten years of progressive experience in policy development and implementation, and discrimination and harassment investigation and/or dispute resolution; OR
- J.D. with a minimum of seven years of legal experience specifically working with Equal Employment Opportunity issues, civil rights, discrimination and harassment issues; and
- Experience implementing or overseeing compliance and/or diversity-related programs and at least five years of experience managing work units with distinct and varied responsibilities.
- An equivalent combination of education and relevant experience is also acceptable.

The successful candidate will possess the following attributes:

- Substantive knowledge of and experience in applying nondiscrimination laws/policies in a university setting;
- Knowledge of principles, best practices and standards of equal employment opportunity and personnel-related investigative work;
- Fundamental understanding and commitment to promoting and sustaining the benefits of equity and diversity in higher education;
- Demonstrated excellent judgment and strong interpersonal and communication skills with the ability to build partnerships and collaborations across the university and in the community;
- Solid negotiation and conflict management skills;
- Strong organizational skills;
- Ability to manage multiple priorities and projects;
- Ability to effectively work independently and collaboratively in a diverse, team-oriented environment; and
- Experience with managing complex budgets.

Preferred qualifications include a working knowledge of academic, administrative and organizational issues in higher education.

How to Apply

Inquiries, nominations and applications are invited and may be directed to Justin Lang, Director, NC State Executive Search Services, at (919) 513-1963 or jdlang2@ncsu.edu.

Confidential review of applications will begin in mid-July and will continue until the position is filled. Candidates should provide a resume or curriculum vitae, cover letter, and the names and contact information of three references. References will not be contacted without prior knowledge and approval of candidates. These materials may be submitted online at <https://jobs.ncsu.edu/> (position #00003605).



About NC State

At NC State, we create prosperity for North Carolina and the nation. We began as a land-grant institution grounded in agriculture and engineering. Today, we're a pre-eminent research enterprise that excels across disciplines.

NC State is a powerhouse in science, technology, engineering and math. We lead in agriculture, education, textiles, business and natural resources management. We're at the forefront of teaching and research in design, the humanities and the social sciences. And we're home to one of the world's best colleges of veterinary medicine.

Our more than 35,000 undergraduate and graduate students learn by doing. They pursue original research and start new companies. They forge connections with top employers and serve communities local and global. Through it all, they enjoy an outstanding return on investment.

Whether it's Princeton Review ranking NC State among the nation's best values for universities, Money magazine naming it the No. 1 best college for your money in North Carolina, or Kiplinger's Personal Finance ranking NC State No. 9 among the best values in public higher education, the university has many reasons to be proud.

Each year, NC State adds \$6.5 billion to the statewide economy, equivalent to creating more than 90,000 new jobs. That represents significant return on investment for the citizens of North Carolina in the form of research advances, innovative technologies, successful companies, skilled graduates and new jobs waiting for them.

Our 9,000 faculty and staff are world leaders in their fields, bridging the divides between academic disciplines and training high-caliber students to meet tomorrow's challenges. Together, they forge powerful partnerships with government, industry, nonprofits and academia to remake our world for the better.

About Raleigh and North Carolina

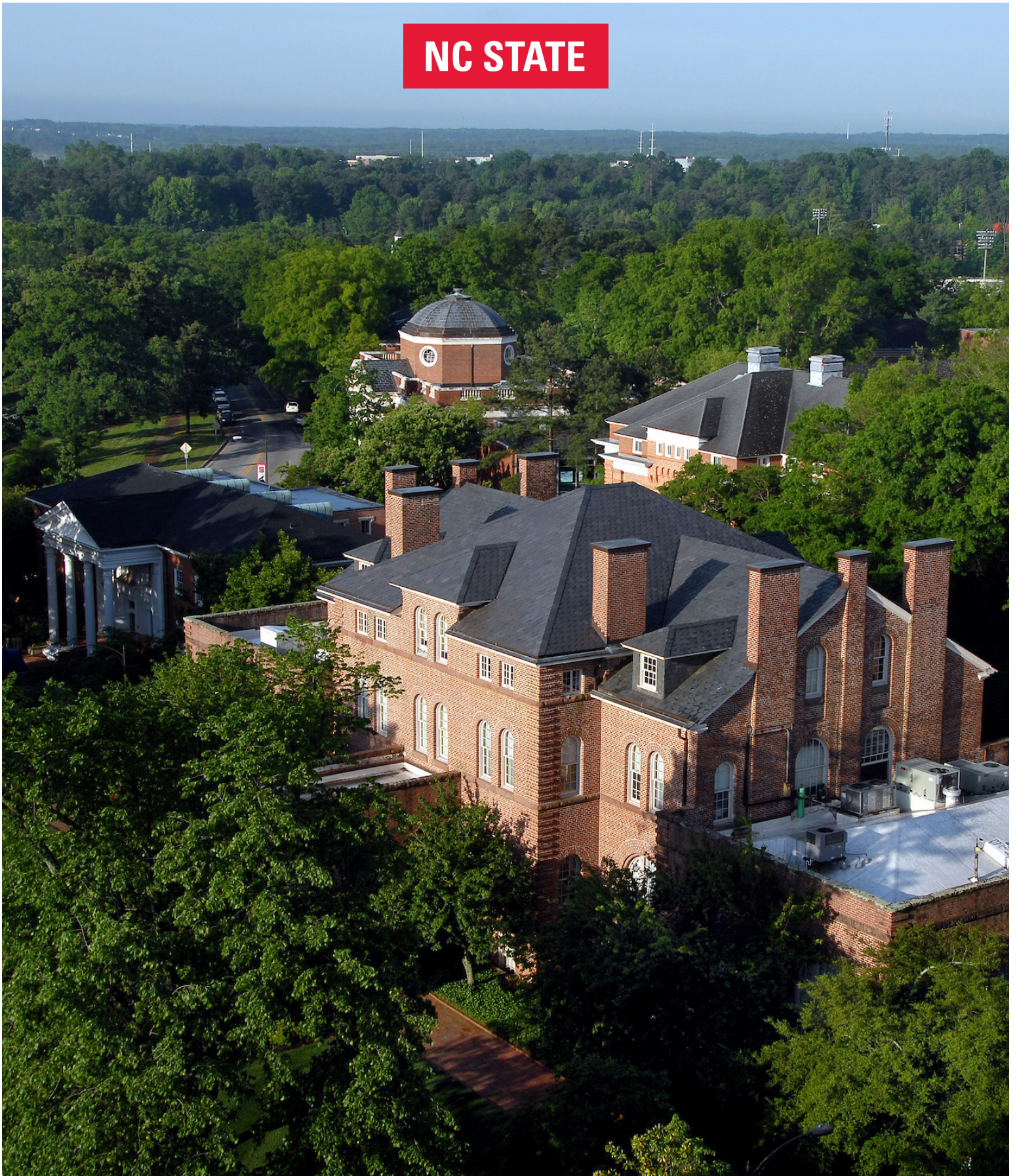
North Carolina's rapid growth makes the state a diversity leader and top spot for young professionals and families. Raleigh reflects statewide growth as a city on the rise:

- No. 2 among the best big cities to live in (Money, 2018)
- No. 2 among the best places for business and careers (Forbes, 2018)
- One of America's most digitally inclusive tech cities (Brookings, 2018)
- No. 2 hotspot for tech jobs (Forbes, 2016)
- No. 3 best city for young professionals (Forbes, 2016)

With Durham and Chapel Hill, the capital city anchors the Research Triangle, a national hotspot for high-tech enterprise. The region's top companies — including IBM, Cisco Systems, SAS Institute, Biogen Idec and GlaxoSmithKline — rank among the country's best employers. NC State also maintains strong agricultural partnerships with Bayer, BASF and Syngenta, companies that lead the way in hiring new NC State graduates.

Celebrating its 132nd year in 2019, NC State continues to make its founding purpose a reality. Every day our career-ready graduates and world-leading faculty make the fruits of learning, discovery and engagement available to people across the state, throughout the nation and around the world.

NC STATE



NC State provides equal opportunity and affirmative action efforts, and the university prohibits all forms of unlawful discrimination, harassment and retaliation that are based upon a person's race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability, gender identity, genetic information sexual orientation or veteran status.