



VACANCY ANNOUNCEMENT

ARLINGTON PUBLIC SCHOOLS

2110 Washington Blvd., Arlington, VA 22204

October 7, 2019

CHIEF DIVERSITY, EQUITY AND INCLUSION OFFICER
JOB NUMBER P/E19-20.010

APPLICATIONS MUST BE SUBMITTED ONLINE BY THURSDAY, OCTOBER 31, 2019 AND WILL ONLY BE CONSIDERED IF ALL REQUIRED INFORMATION IS INCLUDED.

Human Resources announces an opening for the position of Chief Diversity, Equity and Inclusion Officer. This is a twelve-month administrative and supervisory position, Grade P-19, with a salary range of \$112,077 to \$168,800 (2019-20 Salary Schedule)

DISTINGUISHING FEATURES OF WORK

The Chief Diversity, Equity and Inclusion Officer is responsible for District-wide initiatives and programs that promote instructional equity, create diverse and inclusive environments for employees and students to ensure equal opportunity for academic success across APS. Areas of focus include the recruitment and retention of employees from diverse backgrounds (broadly defined) as well as eliminating opportunity gaps for students at all levels. Serves as a liaison with other community and government organizations to develop partnerships that support strategic initiatives to correct disproportional challenges impacting students and staff.

Executive-level duties are performed under general direction of the Superintendent. Work is reviewed primarily for compatibility with school system goals and objectives, Board of Education policies and goals, and state Department of Education guidelines. Does not supervise employees or students, except as pertinent to the assignment.

ILLUSTRATIVE EXAMPLES OF WORK(May not include all duties performed – These are intended as an illustration of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Leads District-wide initiatives that prioritize diversity, equity and inclusion, and drive new programmatic initiatives to address the needs of all students and staff.
- Provides leadership for and coordinates the development of a District strategic diversity, equity and inclusion plan.
- Provides follow-up model accountability by consulting and collaborating with principals, supervisors, administrators to ensure that best practices for equity and inclusion are reflected in educational opportunities.
- Provides District-wide diversity, equity and inclusion training to staff and students.
- Articulates a broad definition of diversity, equity and inclusion to staff and students and

conveys their importance.

- Develops and implements effective strategies and plans to promote diversity, equity and inclusion, student achievement, increase graduation rates, decrease the number of dropouts and address issues of disproportionality.
- Creates a climate where equity is discussed, challenged and used to promote opportunities for students' success.
- Responsible for establishing District-wide practices that promote diversity, inclusion and educational equity.
- Responsible for coordinating and guiding all efforts to define, understand, assess, foster and cultivate diversity, equity and inclusion.
- Develops, supports and oversees programs, services, and initiatives designed to enhance the recruitment and successful retention of staff and students reflective of changing local, state and national demographics.
- Reviews the alignment of strategic plans to ensure that diversity, equity and inclusion are prioritized to meet the needs of students and staff.
- Serves as liaison to coordinate and develop partnerships within the community to promote diversity, equity and inclusion and provide specialized or professional assistance to parents and students.
- Works with administrators and staff to provide guidance and support and develop improvement plans that meet the needs of staff and students.
- Collaborates and serves as a proactive, creative resource throughout APS for equity, inclusion, and diversity-related initiatives, activities, materials, advice and counsel.
- Works with others to analyze program-related data, report findings and provide recommended changes.
- Works with equity, diversity, equity and inclusion-related advisory and action committees on strategies that promote APS as a place of inclusion, equity and multiculturalism.
- Keeps abreast of current local, state and national education development in the areas of school effectiveness and reform.
- Perform other duties as assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of federal, state, and local laws, rules, and policies governing curriculum and instruction standards and accountability.
- Knowledge of the methodology, procedures and practices of the specialties required to deliver quality instructional support.
- Knowledge in program evaluation and developing strategic plans.
- Knowledge of Arlington Public Schools' organization and operations.
- Knowledge of how diversity, equity and inclusion are broadly defined.
- Ability to broadly define diversity, equity and inclusion to meet the academic and social needs of the community.
- Ability to provide consultative support to administrators and support staff to ensure that schools have equitable learning environments.
- Ability to develop a district-wide culture where diversity, equity and inclusion are a strategic focus.
- Ability to review, recommend and implement policies or standards that address challenges related to diversity, inclusion and instructional equity.

- Ability to develop and implement effective strategies that address issues of student achievement disproportionality and instructional inequity.
- Ability to interpret data, develop recommendations to address trends and challenges and convey findings to a wide audience.
- Ability to interact with others across departments, agencies and the community to forge relationships that foster collaboration.

MINIMUM EDUCATION, TRAINING AND EXPERIENCE REQUIREMENTS

- Master's degree in Education, Counseling, Social Work or a related field and experience in the areas of Diversity, Equity and/or Inclusion with increasing levels of responsibility.

PREFERRED QUALIFICATION REQUIREMENTS

- Bilingual skills preferred but not required.
- Experience working with students, families, and staff from various cultural and linguistic backgrounds.

APPLICATION PROCESS

Candidates must submit an application online and attach a resume, a written statement of interest in and qualifications for this position. Please complete the online Administrative / Technical application on the JOBS website: www.apsva.us. A minimum of three letters of recommendation must also be submitted online as part of your application packet.

APPLICATIONS MUST BE SUBMITTED ONLINE BY THURSDAY, OCTOBER 31, 2019 AND WILL ONLY BE CONSIDERED IF ALL REQUIRED INFORMATION IS INCLUDED.

PLEASE POST

EQUAL OPPORTUNITY EMPLOYER

PLEASE POST

It is the policy of the Arlington School Board, as stated in the School Board Policy G-2.30, that employment opportunities shall not be restricted, abridged or otherwise adversely affected on the basis of race, national origin, creed, color, religion, gender, age, economic status, sexual orientation, marital status, genetic information, pregnancy status, veteran status, gender identity or expression, and/or disability.