

Vice President for Diversity, Equity, and Inclusion

Leadership Profile

The Opportunity

John Carroll University seeks nominations and applications for the mission-critical position of Vice President for Diversity, Equity, and Inclusion (VPDEI). The VPDEI will report directly to President Alan R. Miciak, Ph.D. and will work with campus leaders to advance diversity, equity, and inclusion initiatives as we prepare students for the future of work in a diverse world.

Established in 1886, John Carroll University is a private, co-educational, Jesuit Catholic university providing programs in the liberal arts, sciences and business at the undergraduate level and in select areas at the master's level. The university is located in University Heights, an eastern suburb of Cleveland, Ohio, and consists of The College of Arts and Sciences, the John and Mary Jo Boler College of Business, and The Graduate School. The university supports a full time faculty of 160 and enrolls approximately 2800 undergraduate and 700 graduate students.



True to its mission and vision, the university is dedicated to preparing people for *Inspired Futures* by graduating individuals of intellect and character who lead and serve by engaging the world around them and around the globe. To prepare people for the work of the future in an increasingly complex world, John Carroll University strives to create an inclusive community committed to social justice where differing perspectives and experiences are valued as opportunities for mutual learning. To that end, the VPDEI will see the richness of John Carroll's Jesuit heritage as an opportunity for engagement and as the basis for the diversity and inclusion that lies at the heart of our mission as a Jesuit Catholic university.

This is a tremendous opportunity to work with faculty, staff and students at an institution that is committed to a faith that does justice and to welcoming all people of good will as the foundation of its commitment to inclusive excellence. The VPDEI will be responsible for executing the Strategic Plan for Inclusive Excellence; providing visionary leadership for the Division of Diversity, Equity, and Inclusion; engaging members of the JCU community in diversity, equity, and inclusion efforts; and being a strong and visible ambassador on campus and beyond. The VPDEI also serves as a liaison for recruitment and engagement of students, staff, faculty, alumni, and community partners.

Candidates should have a minimum of five years of progressively responsible experience in diversity and inclusion efforts in the higher education sector or equivalent accomplishments in other sectors that are transferable to higher education. Candidates should also demonstrate a broad, nuanced understanding of how diversity, equity, and inclusion theory and practice applies to higher education generally and to the Jesuit Catholic mission of John Carroll University specifically. A Ph.D. or other terminal degree is preferred, and a faculty appointment may be made available to candidates possessing the appropriate qualifications and credentials.



The Role of the Vice President for Diversity, Equity, and Inclusion

Reporting to the President of the University, the Vice President for Diversity, Equity, and Inclusion works in partnership with the Senior Leadership Team to advance diversity, equity, and inclusion as integral components of the University's mission. As the senior administrative officer responsible for executive leadership, education, and coordination on all matters relating to equity, inclusiveness, diversity, equal access, and the prevention of discrimination and harassment, this position provides management and oversight over the Office of Diversity, Equity, and Inclusion, the Center for Student Diversity and Inclusion, Student Accessibility Services, and the Title IX Office. The VPDEI will also advise other senior leaders as they plan and implement diversity, equity, and inclusion initiatives within their areas.

The VPDEI is a member of the Senior Leadership Team (SLT), which also consists of the: provost and academic vice president, vice president for university advancement, vice president of enrollment management, vice president for finance and administration, vice president for mission and identity, vice president for student affairs, general counsel, special assistant to the President, assistant vice president of marketing and communications, assistant vice president for human resources, and senior director of athletics.

Duties and Responsibilities

- Implements, coordinates, and evaluates the university's Strategic Plan for Inclusive Excellence (SPIE).
- Oversees current DEI initiatives and programming, including the Reinforce Inclusion through Skill-Building and Education (R.I.S.E.) and professional development

opportunities for faculty and staff on issues pertaining to diversity, equity, and inclusion.

- Assists and coordinates cross-divisional efforts to:
 - a) develop equitable recruitment and retention strategies for faculty, students, and staff;
 - b) define, measure, and assess progress towards diversity goals;
 - c) educate campus community on issues relating to diversity, equity, and inclusion;
 - d) engage deans, chairs, and faculty in scholarship strategies to incorporate diversity, equity, and inclusion into their research and teaching.
- Collaborates with other university offices to support diversity and inclusion initiatives, including: Advancement for fundraising, Marketing and Communications for internal and external communications, Mission and Identity for faculty and staff formation around DEI, Enrollment for recruitment efforts, and Athletics for inclusive and equitable engagement.
- Leads a team of administrative and professional staff, oversees an annual budget and manages departmental responsibilities for the Office of Diversity, Equity, and Inclusion; the Center for Student Diversity and Inclusion; Student Accessibility Services, and the Title IX Office.
- Collaborates closely with those offices charged with addressing compliance and equity issues and investigating and responding to reports of discrimination or bias, particularly with respect to equal employment opportunity, Title VII, and Title IX. Exercises primary responsibility for the oversight, tracking, and administration of responses to reported bias incidents.
- Addresses issues of climate and mission through public presence and appropriate community messaging.
- Provides periodic reports as necessary, including the preparation of an annual report to the President and Board of Directors, an annual plan regarding current and future diversity and inclusion initiatives, and the highlights from intra-division reports for CSDI, SAS, and Title IX.
- Serves as the university's chief spokesperson for issues related to diversity, equity and inclusion.
- Builds, supports and sustains strategic partnerships with diverse populations, communities, organizations, and schools.
- Perform related duties as assigned.

Leadership Opportunities and Challenges

The VPDEI will be tasked with addressing the following critical leadership issues, among others:

Execute the Strategic Plan for Inclusive Excellence:

In 2020, the University approved a Strategic Plan for Inclusive Excellence (SPIE), which is a key part of the university's five-year strategic plan. The plan sets out goals and objectives to foster an inclusive environment through leadership, recruitment, education, and engagement. A copy of the plan can be found [here](#).



Provide Leadership to the Division of Diversity, Equity, and Inclusion: The Division of Diversity, Equity, and Inclusion provides centralized leadership and accountability on matters relating to equity, inclusiveness, diversity, equal access, and the prevention of discrimination and harassment. An organizational chart of the division can be found in the Appendix. The VPDEI will continue to build a shared vision and mission for the division, while building teamwork, goals, and collaboration.

Advise and Track Diversity Initiatives Across the University: The VPDEI will work with divisional leaders to help develop and track strategic initiatives that promote DEI across the institution, especially regarding the enrollment and retention of students, the hiring and retention of faculty and staff, and curricular development.

Build and Expand Upon Current Diversity Efforts: As part of its [SPIE](#), JCU has taken several important steps to address diversity and equity in programming across the campus, including implicit bias training for faculty, staff, and students; development of the [Reinforce Inclusion through Skill-building and Education \(R.I.S.E.\) Series](#); [DEI Champions program](#); and participation in the [Eyes to See: Anti-Racist Examen](#) developed by the Association of Jesuit Colleges and Universities.

Serve as an Ambassador for Diversity, Equity, and Inclusion: In addition to having a strong, visible presence on campus, the Vice President for Diversity, Equity, and Inclusion must be willing to serve as the public face of the campus on matters of diversity, equity, and inclusion and skillfully address these matters in the context of JCU's Jesuit Catholic identity.

Qualities and Qualifications

The university seeks a proven leader with the vision and initiative to advocate and champion for diversity and inclusion initiatives across the campus in concert with programs, centers and the University communities. The successful candidate will be expected to demonstrate passion, be a dynamic communicator with strong collaboration skills, and be able to facilitate and work to create a culture of trust and confidence. The candidate will be equipped to challenge barriers to the creation of a more inclusive campus community.



Required qualifications for this position are:

- Master's degree required.
- Five years of progressively responsible experience in diversity and inclusion efforts in the higher education sector or equivalent accomplishments in other sectors, which are transferable to higher education.
- Evidence of nuanced, broad, contemporary, and sophisticated understanding of diversity in all of its forms.
- Highly developed interpersonal, written and verbal communication, and organizational skills.
- Interest in representing, understanding, and supporting John Carroll's Jesuit Catholic mission to inspire individuals of intellect and character to learn, lead, and serve in the community and throughout the world.
- Demonstrated ability to build and lead effective, diverse management teams, including mentoring and developing staff.
- Demonstrated experience leading change management efforts including the contexts, cultures, and barriers within institutions that impact the implementation and management of effective diversity change efforts.
- Demonstrated ability to work effectively with and accomplish outcomes in a complex, multi-dimensional organization and culture.
- Demonstrated strategic insight with the ability to conceptualize organizational issues and develop strategic plans and tactics at all levels of the university.
- Experience responding to events that warrant a high level of understanding and appropriate reaction to issues associated with equity, diversity, and inclusion both within and external to the University.

- Demonstrates awareness and understanding of laws relating to equal opportunity, affirmative action, and reports of discrimination and harassment (e.g., Title IX).



The ideal candidate will have the following professional qualifications and personal characteristics:

- Ph. D. or other terminal degree; a faculty appointment may be available to the individual possessing appropriate qualifications and credentials.
- Demonstrates a broad, nuanced understanding of how diversity, equity, and inclusion theory and practice applies to higher education generally and to the Jesuit, Catholic mission of John Carroll University specifically.
- Experience in higher education with demonstrated understanding of:
 - identity development of college students and implications for the design and delivery of student services for success;
 - how to curate and deliver DEI programming and workshops for staff and faculty;
 - data analysis to benchmark and promote DEI accountability;
 - the process for responding to bias incidents;
 - issues and trends in the legal and social aspects of diversity, equal opportunity and inclusion issues;
 - the application of campus climate research in the development and advancement of a positive and inclusive campus climate for diversity;
 - how institutional programming can be used to enhance the diversity mission of higher education institutions for faculty, students, staff, and administrators;
 - historical and contemporary issues of non-discrimination, access, and equity in higher education;
 - Fundraising and fostering of external partnerships that advance DEI initiatives.

About the President, Alan R. Miciak, Ph.D.

Dr. Alan Miciak became President of John Carroll University on June 1, 2021. Prior to his appointment, Dr. Miciak led the John M. and Mary Jo Boler College of Business at John Carroll University as Dean.

Under Dr. Miciak's leadership, the Boler College of Business developed new programs and facilities and led the successful Inspired Lives capital campaign for the college. He also led an effort to increase engagement with regional employers and to connect students' academic success with the future of work. More information about President Miciak's vision and goals can be found at <https://jcu.edu/president>



Procedure for Candidacy

Inquiries and nominations are invited. Please contact Ed Peck, Vice President of Mission and Identity with questions or referrals at epeck@jcu.edu.

Interested candidates should complete an application and upload a resume/curriculum vitae, a cover letter of application that addresses the responsibilities and requirements described in the Leadership Statement, and the names and contact information of three references. Please visit our website via this link to apply:

<https://jcu.peopleadmin.com/postings/2285>

Review of applications will begin on January 24, 2022 and will continue until the position is filled. Candidates will be notified prior to the University contacting any references. John Carroll University values diversity and is committed to equal opportunity for all persons regardless of age, color, disability, ethnicity, marital status, national origin, race, religion, sex, sexual orientation, veteran status, or any other status protected by law.

John Carroll University Diversity Statement

In keeping with our Jesuit commitment to a faith that does justice, John Carroll University commits to a welcoming climate of inclusion, compassion, and respect through genuine encounter, solidarity, and care for the whole person.

We welcome individuals of all identities and experiences including, but not limited to, age, (dis)ability, ethnicity, gender identity or expression, nationality, race, religion or spiritual affiliation, sexual orientation, socioeconomic background, veteran status, and other forms of human difference.

We seek to enable all members of the John Carroll community to fully realize their potential in an environment that recognizes both the distinctiveness of each person's experience and the common humanity that unites us all.

Our pursuit of inclusive excellence embraces the richness of ideas and experiences that each person brings to the University, taking full advantage of everyone's talents, skills, backgrounds, and perspectives.

We seek to reflect and respect all dimensions of diversity in our leadership; recruitment, retention, and employment practices; our curriculum, co-curriculum, and training programs; and in our climate across all campus activities.

As a Jesuit Catholic University, we respect the dignity of the human person and expect all members of our community to do the same by honoring the values expressed here and by demonstrating a genuine willingness to move from an awareness and tolerance of difference towards empathy, acceptance, and advancement.