

# Chief Equity Officer

Wofford College

Wofford College invites applications for a chief equity officer. Reporting directly to the president and serving as a strategic partner on the president's cabinet, the chief equity officer will work collaboratively with diverse campus stakeholders to advance the college's strategic goals. The successful candidate will provide visionary leadership and counsel on matters of diversity initiatives, strategic planning, training, education and research, policy development, campus climate issues, communications and implementation of high-impact efforts that ensure the values of diversity, equity, inclusion and mutual respect for all students, faculty and staff. The chief equity officer also will ensure institutional compliance with applicable federal and state laws related to unlawful discrimination, harassment, sexual misconduct and retaliation.

With overall responsibility for college-wide leadership and direction in diversity, equity and inclusion, the chief equity officer will build on the college's past efforts, including the recommendations from the Justice, Equity, Diversity and Inclusion (JEDI) strategic vision team as a pathway to implementing meaningful change. The chief equity officer will have the opportunity to build a team to develop collaborative relations with offices and divisions of the college to advance the institutional mission and goals related to education, accessibility and outcomes in higher education. This position will provide guidance regarding appropriate and related education and training, diversity curricula and community outreach. The chief equity officer must therefore listen with empathy and concern; establish transparent and cooperative relationships; moderate challenging conversations and difficult situations with compassion and understanding; develop a vision that motivates and unifies people across campus around a strategic vision; and rely upon data and research to inform analysis leading to the development of measurable outcomes and systems of accountability. The chief equity officer also will play a critical role in ensuring compliance with all college policies related to discrimination, bias, harassment and equal opportunity in education.

## KEY RESPONSIBILITIES:

1. Strategic leadership and coordination of campus-wide JEDI efforts.
2. Oversight of Title VI, Title VII and Title IX processes and staff. Responsible for institutional compliance with all applicable laws regarding discrimination, harassment and bias.
3. Oversight of bias incident reporting and adjudication.
4. Providing faculty, staff and student training and education regarding Title IX, ADA, discrimination and harassment, and anti-bias training, in close coordination with Human Resources.
5. Coordinating with partners in Academic Affairs, Campus Life and Student Development and Wofford's enrollment team to strengthen recruitment and retention of a diverse student body.
6. Working closely with the college chaplain to promote religious diversity on campus, and with the provost, dean of students, director of Human Resources and other vice presidents for the pursuit of a diverse faculty and staff.
7. Coordinating with colleagues in Campus Life and Student Development to enhance services and programming for BIPOC students, LGBTQ students and all of Wofford's Diversity Council organizations (<https://www.wofford.edu/student-experiences/getting-involved/student-organizations>).
8. Analyzing diversity and inclusion metrics and monitoring trends and events to recommend solutions when students, faculty or staff may be experiencing discrimination or marginalization.
9. Establishing on a recurrent basis an internal audit process and reporting system to allow for effective measurement of college diversity and equity efforts and producing regular reports on at least an annual basis to the college community.
10. Serving as a liaison to the community to engage local partners and alumni in diversity and inclusion efforts.

11. Partnering with faculty and other key offices on campus to promote intercultural learning and cross-cultural opportunities for active engagement locally and abroad.

**QUALIFICATIONS:**

- Ph.D. or Ed.D. in an academic field of study.
- Minimum of five years of experience teaching at the college/university level.
- Minimum of five years of experience advancing diversity, equity and inclusion in a complex organization.
- Minimum of two years of management or supervisory experience.
- Strong and effective oral and written communication skills.
- Demonstrated ability to work collaboratively across multiple units and an appreciation for shared governance.
- An open and transparent leadership style and the ability to build trust and consensus.
- Strong knowledge of issues impacting and informing access, inclusion, diversity and equity in higher education.

**APPLICATION:**

Application materials can be submitted electronically to [provost@wofford.edu](mailto:provost@wofford.edu). Application materials include: (1) a letter of interest, including a statement detailing your contributions to diversity at your present institution, (2) a current CV, and (3) a list of five references. For assured consideration, please submit your materials by June 14, 2021.

**ABOUT WOFFORD COLLEGE:**

Wofford College, established in 1854, is a private liberal arts residential college located a few blocks north of downtown **Spartanburg**, South Carolina. Wofford offers 27 major fields of study to a student body of 1,764 undergraduates and is nationally known for the strength of its academic program, outstanding faculty and study abroad participation. Wofford is home to one of the nation's 290 Phi Beta Kappa chapters. The college community supports 19 NCAA Division I athletics teams and numerous **student organizations**, including honor societies, professional organizations, faith-based organizations, club sports and three publications.

Wofford's priorities increasingly reflect commitments to diversity, inclusivity and coalition building. Created in the spring of 2015, the President's Diversity, Equity and Inclusion Committee has executed the recommendations of Wofford's 2014 Strategic Vision Plan: to increase the diversity of students, faculty and staff; to support programming and policy geared toward equity; and to link its investment in diversity to sustainable partnerships with the Spartanburg community. Working alongside Wofford's Center for Community-Based Learning, the committee has helped Wofford restructure campus leadership; develop diversity training for faculty and staff; increase geographic, racial, ethnic, socioeconomic and LGBTQ+ representation; and increase funding for diversity-related programming.

**ABOUT SPARTANBURG:**

Spartanburg is located in upstate South Carolina, 30 miles east of Greenville, South Carolina, an hour from Charlotte, North Carolina, and three hours east of Atlanta, Georgia. Historic Charleston and the South Carolina coast are three hours away, and Wofford sits an hour south of the artistic, culinary hub of Asheville, North Carolina. Spartanburg is a growing, diverse community that supports six college and university campuses along with numerous civic arts and cultural associations. It became the first city in South Carolina to join the Government Alliance on Race and Equity, and in 2012 became one of five cities nationally to participate in the 10-year Wellville program, a national nonprofit initiative dedicated to improving equitable well-being in U.S. cities. Spartanburg and Wofford partner on multiple community equity initiatives, including the Northside Initiative, which has brought together a diverse

group of citizens to revitalize a neighborhood in ways that don't reproduce the harm of earlier urban renewal programs.

**EEO STATEMENT:**

Wofford College values diversity within our students, faculty, and staff, and strives to recruit, develop, and retain the most talented people. Wofford College does not discriminate in employment on the bases of race, color, creed, religion, sex, sexual orientation, transgender status, gender identity, age, national origin, disability, veteran status, or any other legally protected status in accordance with applicable federal, state and/or local laws.

It is the policy of Wofford College to provide reasonable accommodations for qualified individuals with disabilities for employment. If you require any accommodations to participate in any part of the hiring process, please contact [HumanResources@Wofford.edu](mailto:HumanResources@Wofford.edu).

A background check will be conducted for finalist candidates. Employment is contingent upon completion of a successful background check and establishment of identity and verification of employment eligibility as required by the Immigration Reform and Control Act of 1986.

**COMPLIANCE WITH TITLE IX**

In compliance with Title IX of the Education Amendments of 1972, Wofford College does not discriminate against any employee, applicant for employment, student, or applicant for admission on the basis of sex. Policies and procedures for addressing complaints of discrimination and harassment can be found at [www.wofford.edu/titleix](http://www.wofford.edu/titleix). Reports can be made to the Title IX Coordinator at any time. Inquiries related to the application of Title IX at Wofford should be referred to the college's Title IX coordinator (contact information below) and external inquiries can be made to the Department of Education.

**Wofford College Title IX Coordinator**

Amanda Estabrook  
429 N Church St.  
Campus Life Building, Office 6  
Spartanburg, SC 29303  
(864) 597-4047  
[estabrookar@wofford.edu](mailto:estabrookar@wofford.edu)

**External inquiry can be made to:**

Office for Civil Rights (OCR)  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202-1100  
(800) 421-3481  
[OCR@ed.gov](mailto:OCR@ed.gov) / <http://www.ed.gov/ocr>