



Director of Inclusive Engagement

Wofford College invites applications for a director of inclusive engagement. Located in Campus Life and Student Development and reporting directly to the associate dean of students for student development, the director of inclusive engagement has primary responsibility for the development and coordination of outreach and awareness programs that promote inclusion and engagement for the Wofford student body while working with students of all races, ethnicities, creeds, religions, national origins, abilities, sexual orientations, gender identities and gender expressions. Outreach areas include, but are not limited to, residence life programming, student life programming, general student contact and referral, and professional and student staff development and programs to support student organizations.

The director of inclusive engagement will collaborate with the Student Involvement Team to engage student organizations, their advisors and individual students, including first-generation college students, BIPOC students, international students and LGBTQIA students, to involve them directly in the intellectual and social life of the college. The director will provide campus resources, education and multicultural programming on issues of inclusion and engagement.

This position is a full-time exempt appointment. The normal college hours are 8:30 a.m. to 5 p.m., Monday through Friday; however, contingent upon activities and events, evening or weekend hours are expected.

RESPONSIBILITIES:

- Create and implement programs and services that will improve the quality of campus life for students.
- Provide support, planning and organization for the mentoring of students of diverse backgrounds and identities.
- Maintain the social media outlets for the Division of Campus Life and Student Development.
- Provide leadership for and work closely with CLSD staff regarding issues of race, class, ethnicity, gender, nationality, ability, sexual orientation and religious diversity.
- Facilitate College programming with the CLSD staff and students throughout the academic year and specifically for the Martin Luther King Jr. holiday, Black History Month, Hispanic Heritage Month, Women's History Month, PRIDE Month, etc.
- Serve as a resource and mentor to the Association of Multicultural Students (AMS), the Gospel Choir, OLAS, LGBTerriers, Wofford Women of Color, Wofford Men of Color, Wofford Asian Islanders, etc.
- Together with the associate dean create an ongoing assessment and evaluation of the quality of campus life for diverse student groups.
- Oversee the operation, scheduling and maintenance of the Meadors Multicultural House.
- Work with Greek Life Office, the college attorney and Campus Safety to facilitate a risk management session for student leaders who want to use the Meadors Multicultural House.

- Work with the student development staff to develop and support campus involvement and leadership and assist with college programs such as Orientation, Family Weekend, Homecoming, the Leadership Wofford Program and Commencement.
- Complete other duties as assigned, such as serving on college committees and in the campus life and student development on-call rotation.

QUALIFICATIONS:

A master's degree in higher education, counseling or other related field and one to two years of experience in student affairs is required. Equivalent combination of relevant education and experience may be considered as appropriate. The successful candidate will have experience communicating effectively with diverse groups, as well as in high-stress situations such as on-call. Preference will be given to candidates who demonstrate effective written and verbal communication skills and who demonstrate knowledge of the environment of a small, residential liberal arts college.

APPLICATION:

Application materials must be submitted electronically to lemerebj@wofford.edu, with the subject line "Director of Inclusive Engagement Application." Application materials include: (1) a letter of application explaining how you meet the qualifications for this position, (2) a current resume and (3) names and contact information for three professional references. For assured consideration, application materials must be received no later than midnight on Sept. 5, 2021.

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, (including pregnancy, childbirth or related medical conditions, including but not limited to lactation), 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. If you require an accommodation to participate in any part of the hiring process, please reach out to

HumanResources@Wofford.edu.

TITLE IX COMPLIANCE:

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. Inquiries related to the application of Title IX at Wofford are as follows:

Wofford College:
Matthew Hammett
Director, Civil Rights, Title IX & Student Risk Assessment
429 N. Church St.
Spartanburg, SC 29303
(864) 597-4047
hammettmk@wofford.edu

External inquiry:
Office for Civil Rights (OCR)
U.S. Department of Education
400 Maryland Ave. SW
Washington, D.C. 20202-1100
(800) 421-3481
OCR@ed.gov / <https://ed.gov/ocr>