Position Summary
This position provides leadership and strategic guidance for the Diversity Collaborative. Members of the Diversity Collaborative include the Native American Center, El Centro - the Hispanic Resource Center, and the Office of Diversity Programming, which includes the Gender & Sexuality Center and Common Ground (a diversity training/education program). This position is a full time, twelve-month, exempt position that reports to the President.

Minimum Qualifications
- Bachelor's degree from an accredited college or university
- Experience working with a variety of diverse groups in an educational setting
- Experience in grant development and donor relations
- Experience in the supervision of professional staff
- Excellent verbal and written communication skills
- Experience in leading and implementation broad-scale diversity, equity and inclusion initiatives
- Demonstrated success in improving student outcomes

Preferred Qualifications
- Master's Degree in Education, Business, Organizational Development, or related field
- Four or more years of progressively responsible management experience

Major Responsibilities
- Provide overall direction and leadership for the Diversity Collaborative, including strategic planning, program assessment, budget management (both state and grant funded monies), grant development and donor stewardship, preparation of reports, development of publications, and public relations.
- Serve as the Tribal Liaison to the many indigenous nations that FLC serves for the purposes of building community connections and better serving our students.
- Supervise, train, mentor and evaluate a team of professional and administrative staff members within the Diversity Collaborative.
- Provide leadership to FLC’s overall diversity equity and inclusion efforts and lead implementation of College’s diversity goals through execution of initiatives outlined in strategic plan. Collaborate with faculty and staff to determine effective structures for administering diversity initiatives.
- Contribute to the college’s recruitment and retention efforts for diverse students.
- Serve as advisor to President and Provost regarding diversity, equity, and inclusion.
- Other duties as assigned.

Work Conditions
The work environment characteristics described here are representative of those that an employee can expect while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
• Moderate noise (i.e. business office with computers, phone, and printers, light traffic).
• Ability to sit at a computer terminal for an extended period of time.

Compensation
Competitive salary with a full-time benefits package is commensurate with experience and education

Application Process
A complete application packet includes:
• Cover letter addressing interest and qualifications for position
  o Include details regarding how your personal and professional experiences allow you to encourage a learning environment grounded in equity and inclusion. “How do you envision contributing to Fort Lewis College’s commitment to equity and inclusion?”
• Current résumé
• Names and contact information for three current, professional references

Submit materials as one PDF file via email to:
  ddc-search@fortlewis.edu

  Application materials received by September 1, 2019 will receive full consideration.
  Position will remain open until filled.

  The successful candidate will be required to submit original, official college transcripts, and pass a background check.

The College and the Community
Fort Lewis College, a public institution located in Durango, Colorado, offers degree programs in arts, business, education, health fields, humanities, social and natural sciences, and teacher education. Our inspiring mountain campus is located atop a scenic mesa overlooking historic Durango and situated between the San Juan Mountains and the desert Southwest. We are committed to accessible and high-quality baccalaureate education, and our hallmarks are remarkably close relationships between students and faculty, the freedom of intellectual exploration, and the challenge of experiential learning. Our 3,300 students come from 48 states, 17 countries, with 36% Native American and Alaska Native backgrounds, and 11% Hispanic backgrounds. Durango is a thriving multicultural community of 18,500 set along the beautiful Animas River Valley. Averaging 300 sunny days per year, the community is known for its outdoor lifestyle and friendly, festive atmosphere. Durango is also the cultural and economic hub of the Four Corners region, rich in dining, shopping, and entertainment, and linked with airline service to hubs in Denver, Phoenix, and Dallas.

Equal Opportunity
Fort Lewis College does not discriminate on the basis of race, age, color, religion, national origin, gender, disability, sexual orientation, gender identity, gender expression, political beliefs, veteran status, pregnancy, or genetic information. Accordingly, equal opportunity for employment, admission, and education shall be extended to all persons. The College shall promote equal opportunity, equal treatment, and affirmative action efforts to increase the diversity of students, faculty, and staff. The College is dedicated to building a culturally diverse and pluralistic faculty and
staff committed to teaching and working in a multicultural environment; applications from underrepresented groups are strongly encouraged.

**ADAA Accommodations**

Any person with a disability as defined by the ADA Amendments Act of 2008 (ADAAA) may be provided a reasonable accommodation upon request to enable the person to complete an employment assessment. To request an accommodation, please contact Kristin Polens by phone 970-247-7459 or email kpolens@fortlewis.edu at least five business days before the assessment date to allow us to evaluate your request and prepare for the accommodation. You may be asked to provide additional information, including medical documentation, regarding functional limitations and type of accommodation needed. Please ensure that you have this information available well in advance of the assessment date.