

Dean of Institutional Equity, Diversity, and Inclusion  
Foothill-De Anza Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=156755>

Downloaded On: May. 5, 2021 5:25pm

Posted Mar. 31, 2021, set to expire May 30, 2021

<b>Job Title</b>	Dean of Institutional Equity, Diversity, and Inclusion
<b>Department</b>	Equity and Inclusion
<b>Institution</b>	Foothill-De Anza Community College District Los Altos Hills, California
<b>Date Posted</b>	Mar. 31, 2021
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Dean
<b>Academic Field(s)</b>	Administration - Student Affairs Administration - Other
<b>Apply Online Here</b>	<a href="https://apptrkr.com/2205303">https://apptrkr.com/2205303</a>

**Apply By Email**

**Job Description**

Dean of Institutional Equity, Diversity, and Inclusion

**HR EMPLOYMENT/CAREERS**

Full Salary Range: \$117,184.10- \$164,889.80 annually\*

\*Actual placement is based on applicant's verified education and experience (Customary Hiring Range: \$117,184.10- \$129,195.47 annually). In addition, candidates with verified educational units beyond the minimum qualification may qualify for additional pay, up to \$564 per contract month.

Initial Review Date: 5/12/21\*\*

\*\*Any complete applications received after the review date will only be forwarded to the hiring committee at their request.

The Foothill-De Anza Community College District is currently accepting applications for the

Dean of Institutional Equity, Diversity, and Inclusion  
Foothill-De Anza Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=156755>

Downloaded On: May. 5, 2021 5:25pm

Posted Mar. 31, 2021, set to expire May 30, 2021

management position above.

**ABOUT THE DISTRICT:**

Foothill - De Anza Community College District, composed of two colleges and an education center, is one of the top performing districts in both California and the United States, and one of the largest, ranking seventh in size among the state's 72 districts, serving more than 58,500 students per year and with an operating budget of \$180M unrestricted general fund. Consistent with its mission, the District has a strong commitment to equity and inclusion and incorporates those values in its policies, procedures, and operations, and in its leadership and service to students and the community. Publicly supported and locally oriented, the District fills an essential role in workforce development, continuing education, and skills preparation to meet the changing demands of the highly diverse surrounding population and business communities. The District's students and more than 2,000 faculty and staff enjoy an unparalleled quality of life in an ideal climate, with physically pristine and fiscally sound campuses that have earned their reputation for academic excellence.

**Foothill - De Anza Community College District Mission Statement:**

The mission of the Foothill-De Anza Community College District is student success. We are driven by an equity agenda and guided by core values of excellence, inclusion, and sustainability. Every member of our district contributes to a dynamic learning environment that fosters student engagement, equal opportunity, and innovation in meeting the various educational and career goals of our diverse students. We are committed to providing an accessible, quality undergraduate education dedicated to developing a broadly educated and socially responsible community that supports an equitable and just future for California.

**Foothill College Mission Statement:**

Believing a well-educated population is essential to sustaining and enhancing a democratic society, Foothill College offers programs and services that empower students to achieve their goals as members of the workforce, as future students, and as global citizens. We work to obtain equity in achievement of student outcomes for all California student populations, and are guided by our core values of honesty, integrity, trust, openness, transparency, forgiveness, and sustainability. Foothill College offers associate degrees and certificates in multiple disciplines, and a baccalaureate degree in dental hygiene.

**POSITION PURPOSE:**

Foothill College is committed to instilling an ethos of racial equity in all aspects of campus life and is seeking a dean of Equity and Inclusion to impart college-wide vision and leadership guided by the college's 2021-2025 Strategic Vision for Equity. As an integral member of the campus leadership team, the dean is a member of the president's cabinet and leads the Office of Equity, which supports vital

## Dean of Institutional Equity, Diversity, and Inclusion Foothill-De Anza Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=156755>

Downloaded On: May. 5, 2021 5:25pm

Posted Mar. 31, 2021, set to expire May 30, 2021

student-centered programs and learning communities including Puente, Umoja, the Honors Institute, and the Family Engagement Institute. The dean also collaborates with college and FHDA district colleagues to provide vision and leadership around professional development programming to support our equity work.

Directly supporting the dean is a non-instructional faculty member, a program supervisor, an executive director, and an administrative assistant, along with faculty coordinators and instructors of the learning communities. With this team and in collaboration with other members of the campus community, the dean will guide the college's efforts to make genuine progress in achieving equitable outcomes for students of color and first-generation students.

### NATURE and SCOPE:

Foothill College is dedicated to the institution's strategic vision for equity, which is to dismantle oppressive systems (structural, cultural, and individual) and create a college community where student success is not predictable by race. With fiscal oversight of categorically funded equity expenditures, the dean will focus on systemic changes and identifying strategic areas to achieve equitable outcomes. The dean will impart the insight and guidance needed to keep the campus accountable to racial equity by leading the development of equity action plans across campus and helping to set benchmarks and assessment plans for determining progress towards our equity goals. In collaboration, the dean will guide and support various divisions to achieve their respective equity goals. The dean will provide partnership and recommendations to Foothill colleagues as we design local strategies to implement statewide initiatives such as Guided Pathways and AB705. As an equity leader in the college's shared governance committees, the dean serves as an ex-officio member on one or more committees.

### KEY DUTIES and RESPONSIBILITIES:

Typical duties and responsibilities include but not limited to the following:

- \* Provide strategic and visionary support for campus-wide equity initiatives.
- \* Provide leadership, supervision and support for the programs and services under the Office of Equity and Inclusion that are intended to eliminate disproportionate access and success for students of color and first-generation students.
- \* Collaborate with other programs on campus that serve historically marginalized communities (Extended Opportunity Program and Services, Disabilities Resource Center, Veterans Center, learning communities, and Family Engagement Institute, etc.) to support these programs in their efforts to eliminate disproportionate impact.
- \* Work with the Owl Scholars program to ensure that student retention efforts are adequately supported, ongoing, and successful.
- \* Work with the college and the District to promote and implement equitable hiring and retention

## Dean of Institutional Equity, Diversity, and Inclusion Foothill-De Anza Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=156755>

Downloaded On: May. 5, 2021 5:25pm

Posted Mar. 31, 2021, set to expire May 30, 2021

strategies for faculty, staff, and administrators.

- \* Supervise professional development opportunities on campus for faculty and staff and oversee staff who provide logistical support for professional development events (e.g., room scheduling, coordination with marketing, organizing refreshments, etc.).
- \* Supervise, collaborate with, and support the non-instructional equity professional development coordinator to meet the professional development needs of faculty and staff on effective practices for incorporating a racial equity perspective into their work.
- \* Work with president's cabinet members to ensure that equity efforts are included in all campus divisions. When necessary, provide support to divisions and faculty seeking to deploy equity strategies and anti-racist pedagogy in their classes, and guidance for student services and finance divisions in assessing equity efforts.
- \* Provide leadership and feedback, when requested, for other department program reviews and college plans such as the Educational Master Plan and Facility Master Plan, and others.
- \* Serve as an equity administrator liaison to campus groups such as Classified Senate, Academic Senate, faculty prioritization committee, student conduct hearings, FHDA Police Advisory Board and district determination panels.
- \* Lead and/or contribute to campus wide discussions relevant to equity such as porch talks, affinity spaces, town halls, and safe spaces to address contemporary national issues.
- \* As a manager of our local Student Equity and Achievement (SEA) programming, lead the response to state reporting mandates and oversee a budget with \$4.5M in funding.
- \* Perform other related duties as assigned.

### EMPLOYMENT STANDARDS

Knowledge of:

- \* Applicable laws and regulations.
- \* Change management and distributive leadership models.
- \* Pedagogical approaches to meet a variety of diverse learning needs.
- \* Knowledge and experience in developing and implementing equity programs for college students.
- \* Knowledge of approaches, theories, and strategies to address disparities in student access to higher education and retention.
- \* Authentic assessment techniques.

Skills and Abilities:

- \* Cultural humility in working with students, faculty and staff with diverse academic, socio-economic, religious, cultural, ability, and sexual identities. Work with the diverse academic, socioeconomic,

Dean of Institutional Equity, Diversity, and Inclusion  
Foothill-De Anza Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=156755>

Downloaded On: May. 5, 2021 5:25pm

Posted Mar. 31, 2021, set to expire May 30, 2021

cultural, linguistic, and ethnic backgrounds, and abilities of students and staff.

- \* Oversee and approve budget expenditures.
- \* Approach situations and challenges with flexibility, optimism, and compassion
- \* Coordinate multiple project activities and tasks.
- \* Ability to review, analyze and extract salient information from abstract materials and prepare targeted presentations using the resultant data.
- \* Communicate clearly and compassionately, orally and in writing both interculturally and interpersonally.
- \* Compile and analyze data and prepare reports.
- \* Ability to navigate across divisions and provide college-wide, system-level thinking.
- \* Work independently and proactively to meet the needs of the area of supervision in advance.
- \* Formulate plans and goals to direct work under the areas of supervision.
- \* Effective management and organizational skills, including relationship management.
- \* Experience managing programs involving complex multi-cultural issues within large organizations.
- \* Collaborative decision-making to respond both to changing and difficult circumstances that may arise in discussions of equity issues, including but not limited to race and ethnicity.

**MINIMUM QUALIFICATIONS:**

- \* Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
- \* Master's degree.
- \* One (1) year related work experience.
- \* Experience in personnel management and project management.

**PREFERRED QUALIFICATIONS:**

- \* Experience supervising, managing, coordinating or leading academic programs and learning communities.
- \* Experience working with and supervising faculty and staff.
- \* Experience developing and implementing strategic plans.
- \* Experience in budget management.

**WORKING CONDITIONS:**

Environment:

Dean of Institutional Equity, Diversity, and Inclusion  
Foothill-De Anza Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=156755>

Downloaded On: May. 5, 2021 5:25pm

Posted Mar. 31, 2021, set to expire May 30, 2021

- \* Typical office environment.
- \* Subject to travel to conduct work.

Physical Abilities:

- \* Hearing and speaking to exchange information in person and on the telephone and make presentations.
- \* Dexterity of hands and fingers to operate a computer keyboard.
- \* Vision sufficient to read various materials.
- \* Sitting for extending periods of time.
- \* Bending at the waist.
- \* Lifting and carrying objects up to 20 lbs.

APPLICATION PACKET:

- \* A District on-line application on

[url=https://apptrkr.com/get\_redirect.php?id=2205303&targetURL=http://hr.fhda.edu/careers/]http://hr.fhda.edu

\*In the application, you will provide information that demonstrates your understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff. Additionally, you will be asked to explain how your life experiences, studies or work have influenced your commitment to diversity, equity and inclusion.

- \* A cover letter addressing your qualifications for the position.
- \* A current resume of all work experience, formal education and training.

For full-consideration, all required application materials must be included in your application packet and must be received by 11:59 pm on the closing date. We are unable to accept additional, non-required materials, such as reference letters.

Please allow yourself ample time to complete your application and resolve any technical difficulties that may arise with your submission. You may also visit our Applicant Information to assist with technical difficulties at:

[url=https://apptrkr.com/get\_redirect.php?id=2205303&targetURL=http://hr.fhda.edu/careers/a-applicant-instructions.html]http://hr.fhda.edu/careers/a-applicant-instructions.html. We cannot guarantee a response to application questions within 48 hours of the closing date.

CONDITIONS OF EMPLOYMENT:



Dean of Institutional Equity, Diversity, and Inclusion  
Foothill-De Anza Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=156755>

Downloaded On: May. 5, 2021 5:25pm

Posted Mar. 31, 2021, set to expire May 30, 2021

Position: Full-Time, Categorically-Funded, 12-months per year  
Starting date: As soon as possible upon completion of the search process.

Excellent benefits package which includes medical coverage for employee and eligible dependents, dental, vision care, employee assistance program, long term disability, retirement benefits and basic life insurance. For information on our benefits package that includes medical for employees and dependents, visit our web site:

[url=https://apptrkr.com/get\_redirect.php?id=2205303&targetURL=http://hr.fhda.edu/benefits/index.html]http://

In addition, the District is a participating member of the California Public Employees' Retirement System (CalPERS) and the successful applicant would be a member of the Administrative Management Association (AMA). The current Administrator Handbook can be found online at:

[url=https://apptrkr.com/get\_redirect.php?id=2205303&targetURL=http://www.fhda.edu/ama/2018Administrato

We are happy to assist individuals with disabilities who require reasonable accommodation to complete the employment process, provided that you notify Employment Services no later than the closing date of the announcement.

The successful applicant will be required to provide proof of authorization to work in the U.S.

The Foothill-De Anza Community College District does not reimburse applicants for travel, lodging or any other costs incurred by applicant to attend interviews. All interviewing costs incurred will be the responsibility of the applicant.

For more information about our application process contact:

Employment Services

Foothill-De Anza Community College District

12345 El Monte Road

Los Altos Hills, California 94022

Email:

[url=https://apptrkr.com/get\_redirect.php?id=2205303&targetURL=mailto:employment@fhda.edu]employment

[url=https://apptrkr.com/get\_redirect.php?id=2205303&targetURL=http://hr.fhda.edu/]http://hr.fhda.edu/

To apply, visit

[url=https://apptrkr.com/2205303]https://fhda.csod.com/ux/ats/careersite/4/home/requisition/273?c=fhda

**Contact Information**





Dean of Institutional Equity, Diversity, and Inclusion  
Foothill-De Anza Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=156755>

Downloaded On: May. 5, 2021 5:25pm

Posted Mar. 31, 2021, set to expire May 30, 2021

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

Equity and Inclusion

Foothill-De Anza Community College District

,