

Associate Director, Social Justice Education and Student Engagement

ABOUT MGH INSTITUTE:

MGH Institute of Health Professions is a graduate school in Boston that provides entry-level and post-professional programs in Nursing, Communication Sciences and Disorders, Genetic Counseling, Occupational Therapy, Physical Therapy, and Physician Assistant Studies. The PhD in Rehabilitation Sciences and a PhD and Master of Science in Health Professions Education have been added in recent years to meet rising demand for highly educated health care professionals, educators, and researchers. Integrating classroom learning with research and clinical experience, the Institute grants doctoral degrees, master's degrees, awards certificates of advanced study, and offers continuing education to practicing professionals.

The IHP is the only degree-granting affiliate in Mass General Brigham (MGB), the largest private employer in the Commonwealth of Massachusetts. The Institute has been recognized multiple times by *The Chronicle of Higher Education* as a "Great College to Work For." A leading health sciences educational institution, MGH Institute provides students with outstanding academic programs, many of which are ranked among the best in the nation.

MGH Institute of Health Professions has announced an organization-wide anti-racism initiative to think boldly about race and bring together all members of the IHP community to address systemic racial injustice as well as oppression more broadly. The plan seeks to create a supportive and inclusive campus environment and better support the diverse communities the school serves. We are excited about this new initiative and are hiring employees who are committed to justice, equity, diversity, and inclusion and will contribute to our anti-racism and anti-oppression approach.

POSITION SUMMARY:

The Justice, Equity, Diversity and Inclusion (JEDI) Office guides the MGH IHP in realizing its mission of being a diverse, equitable, and inclusive organization. JEDI aims to achieve its mission through education, research, community building, and community engagement. JEDI serves faculty, staff, students, alumni, community members, and prospective students by: 1) educating stakeholders about equity, diversity, and inclusion issues; and 2) creating spaces for support of systemically minoritized and marginalized populations so that they can thrive at the IHP.

The Associate Director, Social Justice Education and Student Engagement is an integral part of the JEDI Office. The Associate Director focuses on social justice education and student engagement efforts. The Associate Director will develop, coordinate, lead, and formally assess programs and services related to diversity, equity, and inclusion. By leading creative programs and demonstrating authentic commitment to student success, they will coordinate engagement efforts with and for students, including students of color, underrepresented students, international students, first-generation and low-income (FGLI) college/graduate school students, and LGBTQIA+ students. This programming may include workshops and campus-wide training to educate IHP students, staff, and other community members about equity and social justice issues as they relate to supporting diverse students and patients/clients.

The Associate Director will supervise and mentor graduate students, graduate assistants, and Justice, Equity, Diversity, and Inclusion Fellows. In collaboration with the Executive Director, they will be responsible for establishing the leadership development curriculum for JEDI Fellows. The Associate Director will work with the Executive Director to facilitate JEDI Fellows Projects as well as provide supports to JEDI Fellows. In the absence of administrative support for the JEDI Office, the Associate Director will provide some administrative support to the JEDI office, including expense reporting, ordering supplies, managing calendar, etc.

The Associate Director will play an active role collaborating with OSAS and across campus by working with individual students, various student organizations, and others to promote the Institute's core values. They will be the main JEDI advisor to student organizations whose missions directly promote social action, justice, and student advocacy work. They will use social media, develop and facilitate workshops, plan campus activities, and other means to engage and support IHP students and staff. Initiatives and events led jointly by the Associate Director, JEDI and OSAS colleagues, and IHP students, will enhance JEDI's efforts to link meaningful cocurricular opportunities with well-rounded career preparation for health care leaders—including awareness of global health needs and health disparities found locally.

This position requires some flexibility in the work schedule as programming may be scheduled during nights and weekends.

RESPONSIBILITIES:

- Perform other related duties incidental to the work described above.

QUALIFICATIONS:

- Master's degree in higher education, student affairs, or a relevant field.
- Professional experience in student affairs and justice, equity, diversity, and inclusion.
- A minimum of 3 years of professional experience in higher education with a demonstrated understanding of culture in higher education and instructional design.
- Demonstrated knowledge of federal, state, and local laws, regulations and guidelines related to Title IX and civil rights enforcement.
- Ability to communicate effectively, through written as well as interpersonal and group communication, at all levels of the college, with administration, faculty, staff, students, and external constituents including alumni.
- Knowledge of and commitment to contemporary issues of inclusion, social justice, diversity, access, and equity.
- Strong interpersonal skills, including the ability to actively listen and interact effectively with individuals and large groups.
- Demonstrated knowledge working with and mentoring minoritized and marginalized student populations in higher education.
- Vast working knowledge of current and historical theories, practices, and trends related to JEDI issues and college student development theory.
- Demonstrated ability to organize and manage multiple projects and priorities.
- Demonstrated administrative and management skills. Excellent organizational, time management, and writing skills. Proficiency in Microsoft Office (Excel, Outlook, PowerPoint, Word) and Internet browsers.
- Experience in cultivating professional working relationships with students, faculty, and staff.
- Experience developing and facilitating workshops and programs on teaching and learning about justice, equity, diversity, and inclusion issues.
- Preferred experience working with Tableau or other data visualization software.

APPLICATIONS:

All interested candidates should click on the following link to apply www.mghihp.edu/job-search. The job vacancy number is 3152355. Please provide a CV and cover letter. This position will be opened until filled.

EEO STATEMENT:

The MGH Institute of Health Professions is an equal opportunity employer and is committed to enhancing the diversity of its faculty and staff. We welcome nominations and applications from individuals who would bring diversity of experience, thought and practice to the Institute's research, teaching and clinical missions. Applications from protected veterans and individuals with disabilities are strongly encouraged.
