Northwestern University
633 Clark Street
Evanston, IL 60208
https://www.northwestern.edu

Northwestern University ("Northwestern" or "the University") has engaged Major, Lindsey & Africa on an exclusive basis to conduct a search for an Associate Vice President for Civil Rights and Title IX Compliance ("AVP"). The successful candidate will be seated at the University’s campus in Evanston, IL, and also support the Chicago and Qatari campuses and other Northwestern locations. Interested candidates please submit your resume (in MS Word format) to Michael Sachs at msachs@mlaglobal.com, Heather Fine at hfine@mlaglobal.com, and Eskor Edem at eedem@mlaglobal.com, or to the MLA recruiter who contacted you about this position. Please do not contact the University directly.

ASSOCIATE VICE PRESIDENT FOR CIVIL RIGHTS AND TITLE IX COMPLIANCE

Overview: The Associate Vice President for Civil Rights and Title IX Compliance reports to the President of Northwestern University and will lead the Office for Civil Rights and Title IX Compliance, currently called the Office of Equity, which includes a staff of 14 full-time professionals. This enterprise-level unit promotes and supports Northwestern University’s efforts to advance a fair and equitable learning and working environment by 1) ensuring compliance with Title IX, ADA, EEO, and other anti-discrimination policies at the University; 2) receiving, responding to, and investigating reports of sexual misconduct, discrimination, and harassment; 3) fostering open channels of communication and informing students, faculty, and staff of the University’s processes for managing such reports; 4) providing support and resources to those impacted by sexual misconduct, discrimination, and harassment; 5) providing consultation and resources to the University community regarding a) accommodating individuals with disabilities, b) implementing the University’s affirmative action programs for faculty and staff, and c) providing compliance-focused training; and 6) gathering input from students, faculty, and staff regarding the implementation of policies related to discrimination, harassment, and providing reasonable accommodations to individuals with disabilities.

Experience: The successful candidate will have at least ten (10) years of experience in positions of progressive responsibility that include managing or leading others in higher education or closely related organizations, as well as partnering closely with units within such organizations. Experience that demonstrates an ability to work with undergraduate, graduate, and professional students concerning discrimination, harassment, and sexual misconduct is strongly preferred. Knowledge of best practices and experience with investigations of alleged discrimination, harassment, or other misconduct, in addition to knowledge of issues related to Title IX, Violence Against Women Act, Title VII and equal employment
Position Description


**Compensation:** Commensurate with experience.

**Relocation:** This is a nationwide search.

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**University Overview**

Northwestern University is a private institution founded in 1851 to serve the Northwest Territory, an area that now includes the states of Ohio, Indiana, Illinois, Michigan, Wisconsin, and parts of Minnesota.

The Northwestern campus sits on the traditional homelands of the people of the Council of Three Fires, the Ojibwe, Potawatomi, and Odawa, as well as the Menominee, Miami, and Ho-Chunk nations. The greater Chicago area was also a site of trade, travel, gathering, and healing for more than a dozen other Native tribes, linking the Great Lakes to some 100,000 tribal members in the state of Illinois.

Northwestern University strives for a level of preeminence achieved by only a handful of universities in the world. Northwestern encourages innovation and the integration of experience across many fields. This culture positions the University well to lead higher education in the 21st century. Northwestern also offers an unusually broad range of substantive academic opportunities for an institution of its size. The combination of close interschool cooperation and a distinctive academic calendar (the quarter system) enables students and faculty to tailor their education and research individually in innovative ways.

Northwestern is committed to supporting a diverse and inclusive campus community. “IDEA” or inclusion, diversity, equity, and accountability guide the focus of the institution’s work through the development and implementation of strategic equity, diversity, and inclusion initiatives across the University.

A charter member of the Big Ten and the conference’s only private institution, Northwestern sponsors 19 intercollegiate athletic teams.

Northwestern’s 240-acre campus in Evanston, located 12 miles north of downtown Chicago provides opportunities for collaborations with area institutions. A wide range of cultural and entertainment opportunities — outstanding museums, performing arts, recreation, and sports — are present, enriching the lives not only of students, faculty, and staff at Northwestern, but also members of the greater Evanston and Chicago communities.

Located in the bustling Streeterville neighborhood, Northwestern’s Chicago campus houses a thriving academic and interdisciplinary research enterprise that spans most of Northwestern’s academic disciplines, engages the
Position Description

City’s civic, social, and cultural institutions and partners with medical affiliates like Northwestern Memorial Hospital, Shirley Ryan Ability Lab, and Ann and Robert H. Lurie Children’s Hospital of Chicago.

Northwestern University in Doha, Qatar (NU-Q), founded in 2007, offers programs in journalism and communication. NU-Q seeks to train journalists and media professionals who will help bring the story of the Middle East to the wider world. NU-Q also offers students the opportunity to complete a certificate in Middle East studies and a minor in media and politics.

Academics

Northwestern is a comprehensive research university that is deeply interdisciplinary across multiple schools and units. The University’s rigorous yet empathetic academic environment provides a robust mixture of theory and practice with an emphasis on top-tier research, new knowledge, creative expression, and practical application. Northwestern is one of only four top 10 U.S. universities also ranked in the top 20 in each of the five graduate education categories.

Northwestern has a broad array of 12 schools, all of which are highly ranked and recognized:

- Weinberg College of Arts and Sciences (1851)
- Feinberg School of Medicine (1859)
- Northwestern Pritzker School of Law (1859)
- Bienen School of Music (1859)
- School of Communication (1878)
- Kellogg School of Management (1908)
- McCormick School of Engineering and Applied Science (1909)
- The Graduate School (1910)
- Medill School of Journalism, Media, Integrated Marketing Communications (1921)
- School of Education and Social Policy (1926)
- School of Professional Studies (1933)
- Northwestern University in Qatar (2008)

Students, Faculty and Staff

Northwestern University enrolls approximately 8,800 undergraduate students representing all 50 states and 105 countries. More than 14,000 graduate students are enrolled in 160+ graduate and professional programs across ten of Northwestern's schools. To support the University’s mission of teaching and research, Northwestern employs approximately 4,000 faculty and more than 12,000 staff.
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Leadership

Michael H. Schill, President

Michael H. Schill began his tenure as the president of Northwestern University in September 2022. Schill came to Northwestern from the University of Oregon, where he served as president since 2015 while holding a tenured faculty appointment in the University of Oregon School of Law. He previously served as the dean and Harry N. Wyatt Professor of Law at the University of Chicago Law School and the dean of the UCLA School of Law. He is a nationally recognized expert in property law, real estate, low-income housing and land use, and discrimination in the housing market.

Position Information

Specific Responsibilities:

- Ensures adherence to the legal and regulatory structures that frame responses to discrimination, harassment, and sexual misconduct in the higher education setting in partnership with the Vice President and Chief Human Resource Officer, Provost, Executive Vice President, and Vice President for Operations.
- Convenes academic leaders and others to inform policies and procedures that support a framework for ensuring compliance with and addressing concerns related to accessibility, Title IX, and Equal Opportunity and Access.
- Develops and implements enterprise-level plans and engages senior Northwestern leaders on tactical strategies for communicating the University’s perspective on and leading response to instances of discrimination, harassment, and sexual misconduct in any of Northwestern’s academic and work environments.
- The AVP serves as the University’s designated Title IX Officer or oversees a direct report who serves in this capacity.
- Communicates key data metrics regularly to the University’s leadership and community to identify areas of concern or progress.
- Provides mandated training related to compliance with Title IX, ADA, EEO, and other anti-discrimination policies for the University community.
- Demonstrates commitment to principles of fairness, discovery of the truth, and recommending appropriate enforcement action as needed.
- Works closely with campus partners to ensure adherence to the legal and regulatory structures and internal policies that frame responses to discrimination, harassment, and sexual misconduct in the higher education setting. Key partners include: Student Affairs, the Offices of General Counsel, the Provost, Human Resources, and Institutional Diversity and Inclusion, as well as other leaders across the University.
- Actively participates in and supports University-wide efforts to ensure an environment of integrity and coordination across compliance-oriented functions.
- Leads, develops, and mentors Office staff, including directors, specialists, and administrative staff.
- Develops strategies to ensure that the Office’s processes are transparent.
- Provides resources and guidance in response to reported incidents or concerns in specific University units.
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Qualifications & Skills

Minimum Qualifications:

- An earned terminal degree (such as a Juris Doctor or other legal degree) or a combination of experience and education comparable to a terminal degree is required.

Minimum Competencies:

- Demonstrated ability to lead with high integrity, attention to individual and community needs, and substance.
- Demonstrated ability to work effectively and collaboratively with the University’s president and other senior leaders, including leaders in Student Affairs, University Compliance, the Offices of General Counsel, the Provost, Human Resources, Institutional Diversity and Inclusion, and others.
- Record of proactively developing and leading a strong team in strategic, forward-looking ways.
- Demonstrated success in assessing organizational capabilities in order to structure and execute priorities and ensure continued alignment with the unit’s mission.
- Experience fostering an environment that supports staff and others managing difficult work related to complaints and investigations.
- A skilled and highly adept communicator who can present complex issues to internal and external audiences and strategically identify options, risks, and benefits.
- Demonstrated commitment to diversity, equity, and inclusion, as well as the ability to partner with staff, students, faculty, parents, alumni, and administrators with diplomacy and tact.
- Ability to act independently, take initiative, build consensus, and exercise sound judgment.
- Ability to build relationships and establish collaborative partnerships across the University and externally with other organizations and higher education leaders.
- Demonstrated excellence in communicating complex ideas.

Preferred Qualifications:

- Relevant disciplinary degrees are preferred, such as a JD, other legal degree, or a combination of experience and education comparable to a terminal degree is required.
- Experience that includes working with undergraduate, graduate, and professional students is strongly preferred.
- Ten years of experience in positions of progressive responsibility that include managing or leading others in higher education or closely related institutions is also strongly preferred.
Position Description

Process:

Submit a resume in Microsoft Word format with a letter describing your interest and relevant skills addressed to:

Michael Sachs
Partner
msachs@mlaglobal.com

Heather Fine
Partner
hfine@mlaglobal.com

Eskor Edem
Director
eedem@mlaglobal.com

You may be required to complete additional documents to be considered for this position.