Northwestern University invites applications for the Associate or Assistant Vice President for Equity (AVPE). Reporting to the Provost, the AVPE has primary responsibility for providing leadership to run a professional unit, the Office of Equity, that supports a diverse community and promotes an inclusive climate and culture at Northwestern by developing and implementing practices, programs, and policies that support an equitable learning and working environment in which our university community can thrive.

The successful candidate will be a leader with demonstrated capabilities in positioning the Office of Equity for maximum effectiveness, in engaging numerous and diverse stakeholders, and communicating successfully both within and outside of Northwestern. The ideal candidate will also have experience in managing a strong, highly competent team who conduct investigations and manage areas of compliance, executing and presenting significant university-wide programs, and integrating programmatic responses into a complex and decentralized organization. The AVPE ensures integrity, fairness, and effectiveness in programs that manage prevention and responses to discrimination, harassment, sexual misconduct, and retaliation. This leader works with all members of the Northwestern community – students, faculty, and staff – to ensure a
consistent and well-designed set of principles, practices, and programs across the University. An
effective AVPE is driven by a strong commitment to diversity and inclusive excellence that
includes supporting and elevating the understanding and effectiveness of these areas. The title
for the position will be determined based on experience.

Northwestern University

Northwestern University is a private institution founded in 1851 that 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.

The University is global in its scope, with 12 schools and colleges located on two campuses in
Illinois (in Evanston and in Chicago) and one situated in Doha, Qatar. There are also many satellite
sites that Northwestern faculty and staff work and learn in. Ranked 9th among national
universities by U.S. News and World Report, Northwestern is a multifaceted AAU research
university that has a distinguished and distinctive interdisciplinary tradition. Northwestern has
approximately 3,344 full-time faculty and 8,900 full-time staff. The University’s total student
enrollment is approximately 21,000.

Additional information about Northwestern is available at www.northwestern.edu

The Office of Equity

In 2017 the Office of Equal Opportunity and Access merged with the University Sexual
Harassment Prevention and Title IX Office to form the Office of Equity.

The Office of Equity’s mission is shared on its website:

Northwestern University is committed to fostering an environment in which all members of our
community are free from discrimination and harassment—including sexual misconduct. Such
conduct violates the values of our institution and disrupts the living, learning, and working
environment for students, faculty, staff, and other community members.

The University prohibits discrimination and harassment on the basis of race, color, religion,
national origin, sex, pregnancy, sexual orientation, gender identity, gender expression, parental
status, marital status, age, disability, citizenship status, veteran status, genetic information, or
any other classification protected by law in matters of admissions, employment, housing, or in
the educational programs or activities it operates.

The Office of Equity works to uphold the University’s commitment by:
• Responding to and investigating reports of discrimination and harassment, including by helping students, faculty, and staff understand the University’s processes for making such reports;

• Providing support and resources to those impacted by discrimination and harassment;

• Providing training, consultation, and resources to the University community regarding accommodating individuals with disabilities, the University’s affirmative action programs for faculty and staff, preventing and responding to sexual misconduct, creating equitable learning and working environments, and responding to reports of discrimination and harassment; and

• Working with students, faculty, and staff to revise and implement policies related to discrimination, harassment, and providing reasonable accommodations to individuals with disabilities.

The AVPE leads a staff of ten, which includes the Title IX Coordinator, directors of programs, equity specialists, and administrative staff. A full listing of staff can be found here.

Diversity and Inclusive Excellence at Northwestern

Northwestern University is strongly committed to identifying and implementing ways to create and support a diverse and inclusive campus community. The University fosters a culture that encourages personal and intellectual growth by bringing together faculty, students, staff and alumni from different backgrounds and perspectives to engage in a mutual exchange of ideas and experiences. The Office of Equity plays a key role in ensuring that climate, and is expected to achieve this through more than just legal compliance with relevant policies, including through engaging in proactive outreach and prevention in addition to conducting appropriate investigations. The Office of Institutional Diversity and Inclusion also plays an important role in fostering an inclusive climate and is a key partner for the Office of Equity. Northwestern has developed multiple councils, taskforces, and groups that focus on issues of diversity and inclusion, the list of which can be found here.

The Office of Institutional Diversity and Inclusion publishes annual reports on the progress of Northwestern’s numerous initiatives to increase the diversity of our community and efforts to ensure an inclusive and welcoming environment. The most recent report can be found here.

A statement of commitment to diversity and inclusion from the President and Provost of Northwestern can be found here: http://www.northwestern.edu/diversity/about/leadership-commitment
Challenges and Opportunities

Northwestern leads from its values of diversity and inclusion. The complexity and academic reach of Northwestern across undergraduate and graduate divisions with wide-ranging emphases makes the work of developing a shared awareness of issues that arise through increased diversity challenging. The AVPE provides leadership to the academic community in order to advance awareness of and responses to discriminatory behavior. The AVPE is responsible for creating at Northwestern an exemplar of collaboratively working with other University leaders to achieve the goal of increasing campus diversity and inclusion while also managing the response to any behaviors that may ultimately be contrary to these principles.

Strategy - The AVPE has authority to convene academic leaders and others to create structures and mechanisms that support a visionary framework for addressing concerns related to the responsibilities of the University’s Title IX Program and the Equal Opportunity and Access Program. This individual develops and implements plans and engages the senior leaders of Northwestern on tactical strategies for communicating the University’s perspective on and leading response to instances of discrimination on campus and to events related to discrimination occurring on other campuses in the world. This leader will think about the work of the office in the context of the larger social and political landscapes that affect our community.

Thought Leadership - The AVPE works in tandem with the Office of Institutional Diversity and Inclusion to ensure thought leadership at an institutional scale on issues related to all areas touched by discrimination complaints and to encourage diversity in hiring.

Collaborative Partnerships - The AVPE ensures adherence to the legal and regulatory structures that frame responses to discrimination in the higher education setting, working with the Vice President and Chief Human Resource Officer and the Senior Associate Vice President and Chief Risk & Compliance Officer. In addition, the AVPE works closely with the Office of General Counsel, Student Affairs, the Office of the Provost, and leaders of the schools and other administrative units.

Characteristics of the Associate or Assistant Vice President for Equity

The title of Associate or Assistant Vice President will be determined based on experience.

Education and Experience:

- An earned terminal degree or a combination of experience and education comparable to a terminal degree is required. Relevant disciplinary degrees are preferred, such as a
Master’s degree in social work, psychology or forensic psychology, higher education administration, or a JD.

- For an assistant vice president, a minimum of five to seven years of progressively responsible positions that include managing others in higher education or closely related institutions is strongly preferred. Ten years or more are expected for an associate vice president. Higher education experience that includes working with students is also strongly preferred.

Attributes, Knowledge, Skills and Abilities:

- A leader of high integrity and substance
- Knowledge of issues related to Title IX, Violence Against Women Act, Title VII and equal employment opportunity, Americans with Disabilities Act, Office of Federal Contract Compliance Programs’ required Affirmative Action Plans, and the Age Discrimination in Employment Act
- Demonstrated ability to work effectively and collaboratively with other senior leaders, including leaders in Human Resources, Office of General Counsel, Student Conduct/Dean of Students, Student Affairs, Office of the Provost, and others
- Potential to develop and lead a strong team
- Experience fostering an environment that supports staff and others managing difficult work related to complaints and investigations
- A skilled communicator who can present complex issues to internal and external audiences and strategically identify options, risks, and benefits
- Demonstrated commitment to diversity and inclusivity, as well as the ability to work 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
- Knowledge of best practices associated with investigations alleging discrimination, harassment, or other misconduct

How to Apply

Interested applicants can send inquiries to AVPEquitySearch@northwestern.edu.

To apply, please use the Northwestern Careers webpage: https://careers.northwestern.edu/. Please submit letter of interest addressing the characteristics described in this profile and a current curriculum vita. To ensure full consideration, applications must be received by May 26, 2020.