

# ARLINGTON PUBLIC SCHOOLS

## JOB DESCRIPTION

### Draft

*The Arlington Public Schools are committed to creating an inclusive and safe learning and working environment that reflects a diversity of perspectives, values, and experiences. We welcome staff who are aware of the role that bias and prejudice play in society, are creative and willing to try new approaches and are reflective about their daily practice. We are looking for candidates who welcome a challenge, are eager to collaborate and contribute to the success of students, are ready to engage in two-way partnerships with families, and who will contribute their diverse talents to the organization as a whole.*

### **Position: Diversity, Equity, and Inclusion Specialist**

#### **Job Goal:**

The Diversity, Equity, and Inclusion Specialist will support the Department's mission to ensure that Arlington Public Schools are both welcoming and inclusive to all and to reduce opportunity and outcome gaps based on race and other demographic indicators. The Diversity, Equity, and Inclusion Specialist will work closely with all stakeholders to support antiracist practices and policies throughout all buildings and classrooms and support initiatives addressing intersectional identities, such as race, gender, religion, ability, and others from the Director of Diversity, Equity, and Inclusion to expand the capacity of school leaders, staff, and students to address issues of equity and inclusion and cultural proficiency through professional learning and consultation.

#### **Qualifications:**

- Bachelors required; Master's preferred in education, social work, or counseling.
- Demonstrated history of engagement, commitment, and leadership regarding diversity, equity, inclusion principles, and initiatives, with experience working with racially diverse populations.
- Ability and emotional intelligence to work collaboratively with all departments and school-based personnel on every level, demonstrating a deep understanding of school culture and effective strategies to advance diversity, equity, and inclusion agenda centered on race and social justice.
- Experience reviewing, assessing, and designing curriculum with a culturally responsive lens.
- Understanding the impact of the intersectionality of marginalized identities.
- Ability to create and lead ongoing training and professional development to deepen the understanding and respect for diversity, equity, and inclusion and engage a predominantly

- white community in challenging interactions about race.
- Ability to build consensus and community around diversity, equity, and inclusion issues.
- Ability to interact effectively with principals, administrators, and community leaders to support family and community engagement at local schools.
- Clear and effective written, verbal, and public speaking communication skills across settings and constituencies.
- Expertise in identifying, collecting, and analyzing data necessary to assess institutional climate and develop key strategies.
- Thorough knowledge of staff development techniques, learning, family systems, and family and community engagement frameworks.

**Job Responsibilities:**

- Work with the Director of Diversity, Equity, and Inclusion to maintain an ongoing assessment of needs and priorities through quantitative and qualitative data collection.
- Collaborate with the Director of Diversity, Equity, and Inclusion, and create comprehensive and ongoing training and professional development opportunities across all APS populations that deepen community awareness, understanding, and respect for diversity, equity, and inclusion.
- Measure the effectiveness of diversity initiatives and lead cross-district discussions, which support students, faculty, and staff in advancing the diversity, equity, and inclusion agenda.
- Support departments and schools in developing professional learning and courses that embed culturally responsive strategies into instructional practices.
- Take an active role in the district initiatives toward antiracist curriculum planning and development.
- Create and lead ongoing training and professional development to deepen the understanding and respect for diversity, equity, and inclusion.
- Facilitate the implementation of the district's recommendations from equity audits, strategic plans, and other reports.
- Other duties and projects determined by the Director of Diversity, Equity, and Inclusion as necessary to create and implement policy and practices furthering the goals and initiatives of a welcoming and inclusionary District for students, staff, and the community.

**REPORTS TO:** Director of Diversity, Equity, and Inclusion

**TERMS OF EMPLOYMENT:** 183 Days

**SALARY/BENEFITS:** In accordance with Arlington Education Association, Unit A contract. Eligible for benefits including health insurance, dental insurance and life insurance.