



LEADERSHIP OPPORTUNITY  
SALT LAKE CITY, UTAH

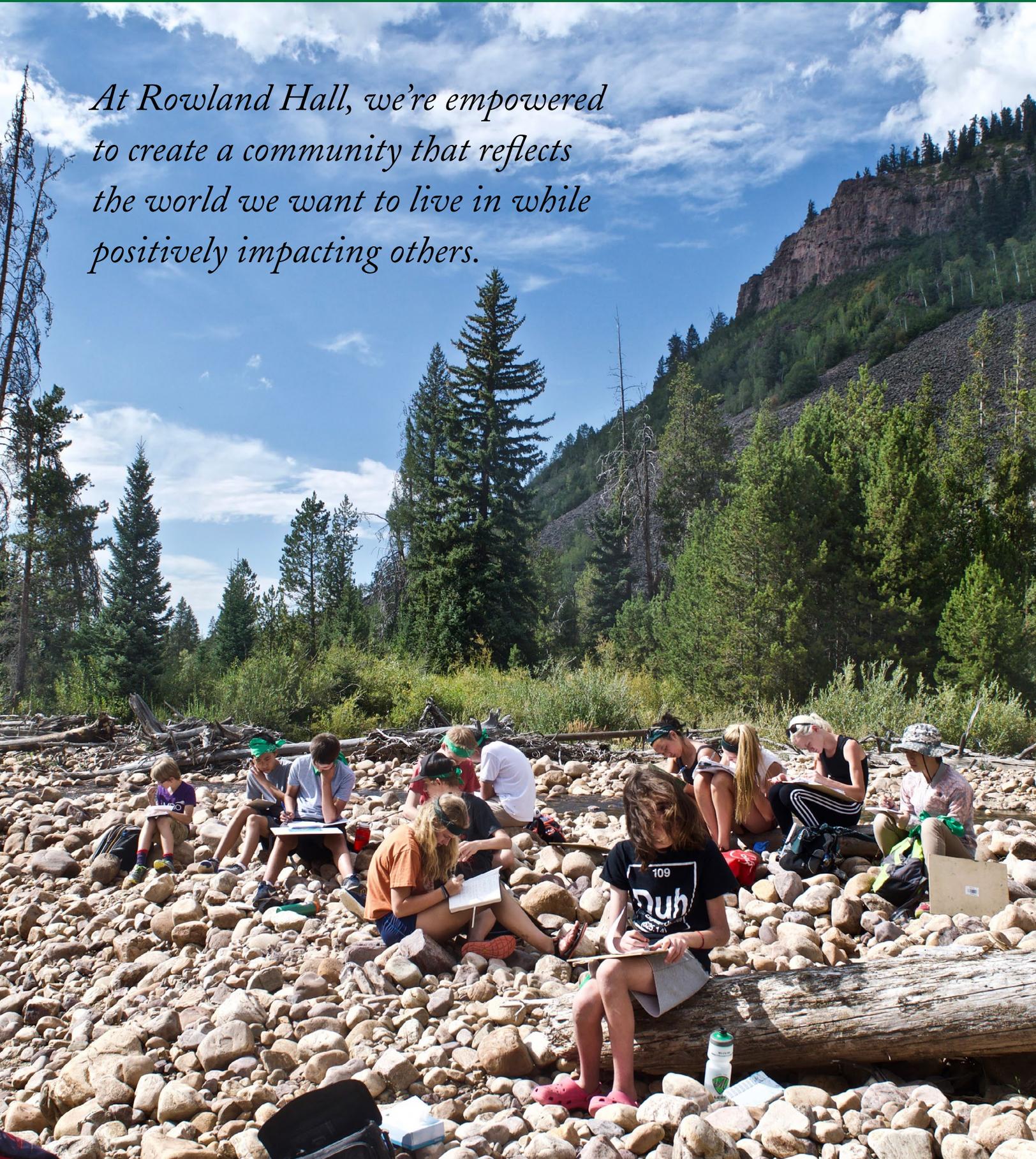
Rowland Hall  
EXTRAORDINARY LEARNING

# Director of Equity and Inclusion





*At Rowland Hall, we're empowered to create a community that reflects the world we want to live in while positively impacting others.*



# LEADERSHIP OPPORTUNITY

Rowland Hall, a vibrant, preschool–12th grade, co-ed independent day school in Salt Lake City, Utah, is excited to announce a transformative gift to establish an inaugural Director of Equity and Inclusion position to begin July 1, 2021.

Reporting directly to Head of School Mick Gee, the Director of Equity and Inclusion will be a vital member of the senior leadership team, facilitating dialogue and engaging the institution's values and strategic plan on equity, diversity and inclusion. Articulating that vision to the community, and engaging all members in that effort will be central to the goals of this fresh, newly endowed position and will reflect the commitment of Rowland Hall and its community to this work.

With the founding of this role, the Director will join a dedicated senior leadership team and Justice, Equity, Diversity and Inclusion (JEDI) Committee that is eager to move forward in a strategic and meaningful way reflecting the school's two decade-long commitment to diversity, equity, and inclusion. The country's reckoning with racial injustice over the spring and summer brought urgency to the dialogue already happening at Rowland Hall, and the community's response through this generous gift paved the way for this position. The gift ensures the institutionalization of the JEDI work into the DNA of Rowland Hall.





## Strategic priorities and opportunities for the Director of Equity and Inclusion include:

- Serving as a thought-partner and guide to the Head of School in JEDI strategic visioning and implementation
- Centering JEDI work throughout the culture, community, and curriculum, ensuring it is not siloed
- Working with school leaders, in admissions and hiring, to increase faculty and student diversity
- Advancing a preschool-12th grade curricular framework that will fully integrate anti-racist/anti-bias and cross-cultural education into the curriculum in collaboration with the Director of Ethical Education, division heads, and department chairs
- Attending to campus climate and culture ensuring that all members of the community feel a true sense of belonging
- Building institutional JEDI understanding and capacity among, and within, the faculty, staff, leadership, and Board of Trustees
- Articulating a vertically aligned JEDI program across the four divisions and two campuses
- Integrating social and emotional learning and cultural responsiveness into the academic and co-curricular programs

### **ESSENTIAL FUNCTIONS**

This new position will anticipate, identify, and support strategic alignment and priorities on the principles of inclusion, equity, and outreach, in partnership with

the school's existing JEDI Committee. The Director will collaborate with the Board Inclusion, Equity, and Outreach Committee to frame and understand the fiscal and human resource needs necessary for greater inclusion and equity. The Director will ensure that the school's climate and culture are healthy through the regular collection and analysis of data to inform strategic decision-making and action.

### ***Strategic Vision and Community Building***

The Director of Equity and Inclusion will work with the Head of School and in partnership with other administrators to define and lead the school's JEDI vision and strategy, including the establishment of plans, programs, and metrics to evaluate systems, policies, and practices. This will ensure they meet the needs of diverse populations in the school community, including students, families, and all employees. The ideal candidate will inhabit this role as a community builder and serve as an active listener to students, employees, and other constituents to support their needs, assess the effectiveness of the school's JEDI work, and identify areas for additional programming or other work.

### ***Curriculum and Instruction***

The Director of Equity and Inclusion will promote, advise upon, and support curriculum development aimed at teaching and learning to think critically about cultural diversity. Specifically, the Director will collaborate with both individual faculty members and departments to develop courses and curricula that include the study of race, gender, ethnicity, nation and nationhood, class, and religion and their intersections. This work will match the concurrent growth in culture and diversity throughout Salt Lake City as it emerges in a burgeoning arts, music, and food renaissance. The Director will actively research new pedagogies, curricula, and best practices that address common classroom challenges in teaching about identity, social difference, and inequality, and will guide/train Rowland Hall's teachers in how to incorporate these into their classrooms.

# THE POSITION





### ***Recruiting, Networking, and Hiring***

The Director of Equity and Inclusion will work closely with Rowland Hall's Director of Human Resources and Head of School toward the goal of achieving greater diversity in Rowland Hall's faculty and staff. Specifically, the Director will attend relevant conferences representing Rowland Hall; will cultivate communities of color and network with prospective candidates; will manage an ongoing database of prospects; will maintain regular contact with potential candidates; and maintain our authentically welcoming climate for retention. The Director will also work with the Director of Admissions to build relationships in the community to recruit and retain more diverse families and students to the Rowland Hall community.

### ***Student Leadership and Education***

The Director of Equity and Inclusion will develop student leadership in matters related to identity

development, cultural competency and allyship. Specifically, the Director will coordinate yearly on-campus equity education programs for lower, middle, and upper school students; will facilitate student attendance at local, regional, and national conferences related to equity education; and will work with the assistant division principals to coordinate the Upper School student Justice, Equity, Diversity, and Inclusion Committee and affinity group leadership, and the Middle School student council in delivering social justice instruction and programming.

### ***Adult Education and Professional Development***

The Director of Equity and Inclusion will work with the division principals, other directors, and faculty and staff in further developing the social and cultural competencies of the adult community. The Director will also serve as a resource and provide learning opportunities for parents and caregivers, in partnership



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with other administrators and the Home and School Association. Specifically, the Director will chair the Justice, Equity, Diversity, and Inclusion Committee (composed of faculty and staff), will work to establish a Parent and Caregiver Diversity Committee (composed of parents and guardians), will participate in the Inclusion, Equity, and Outreach Committee of the Board (composed of trustees), and will coordinate the efforts of these three committees. The Director will also develop on-campus workshops focused on teaching adults how to work with all students most effectively and will facilitate and ensure faculty professional growth in understanding the role of social and cultural factors in both teaching and learning.

## *Local, Regional and National Profile*

The Director of Equity and Inclusion will communicate Rowland Hall's institutional vision around diversity and publicize the school's equity and inclusion efforts. Specifically, the Director will make presentations at local, regional, and national conferences; will offer workshops; and will work with marketing and communications as a liaison who can write print and/or online articles sharing Rowland Hall's successes, challenges, and lessons learned.

## **QUALITIES OF THE NEW DIRECTOR OF EQUITY AND INCLUSION**

The Director of Equity and Inclusion will be a seasoned JEDI practitioner and strategic thinker who is excited about building deep ties within an engaged community, eager to extend its knowledge and skills.

The Director will work with all school constituencies to provide learning opportunities around the issues of equity, diversity, and inclusion and guide the community through inevitable times of discomfort. Students seek an advocate who speaks from a place of authenticity, thereby encouraging others to bring their whole selves to school.

The professional and parent communities at

## **DIVERSITY STATEMENT**

*Rowland Hall's diversity—  
encompassing differences  
in the human experience  
including those of ethnicity,  
race, national origin, family  
composition, religion,  
gender, gender identity  
and expression, sexual  
orientation, socioeconomic  
status, and learning styles—  
expands our perspectives,  
fosters understanding and  
creativity, and ultimately  
strengthens our community.*

*Through championing  
diversity, Rowland Hall  
empowers students to form  
meaningful relationships  
with people from all walks  
of life and to succeed in an  
increasingly globalized,  
heterogeneous society.*



Rowland Hall are eager to draw on an inspiring leader who will activate partnerships, and eventually, institutional leadership throughout the school. The Director will be both patient and insistent in seeking change; passionate about the power of equity, diversity, and inclusion; and clear that neither a school nor the education it provides can achieve excellence without equity.

As the School evolves its thinking around JEDI, the Director will need to be a savvy builder of culture and an effective partner in helping articulate the institution's vision of JEDI. This thought-partner for the Head of School and the entire administrative team will be able to contextualize priorities and capitalize on existing momentum through collaboration. The Director must be approachable and flexible, and an effective relationship builder in order to help the entire community grow in understanding and competency. Having a sense of humor and the ability to find joy in working in a school setting is essential.

### **EDUCATION, EXPERIENCE AND SKILLS**

- Bachelor's degree required. Graduate degree preferred
- Teaching and/or training experience is essential, with three to five years of experience preferred;

experience as a supervisor and skill as an evaluator of others' performance will also be preferred

- Compassion, high EQ
- Extraordinary communication skills: written, verbal, and empathetic
- Strong interpersonal skills
- Academic foundation in Diversity/Equity/Inclusion/Justice work
- Keen sense of humor

Rowland Hall is an independent school in Salt Lake City serving approximately 900 students in preschool through twelfth grade. Driven by our vision of inspiring students who make a difference, Rowland Hall sets the standard for teaching and learning excellence in a warm, inclusive environment where students form meaningful relationships that cultivate confidence and self-discovery. Transformational academic and co-curricular programs including experiential learning opportunities, self-expression through the arts, and a competitive athletic program ensure students are challenged both inside and outside the classroom. We foster curiosity, compassion, and joy throughout the learning process and graduate young adults who know how to think critically and live with purpose.

# THE SCHOOL

## ONGOING COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION

Rowland Hall has been committed to the necessary work around diversity, equity, and inclusion for nearly two decades. As part of the Strategic Plan and accreditation work during the 2002–2003 school year, Rowland Hall identified the need for a diversity plan and put into place a list of action items. In 2008, the Board of Trustees confirmed the first formal diversity mission statement, which was combined with a formal diversity plan in 2010. Over time, the school has established additional traditions, practices, and policies that support DEI, including:

- Formalizing the Justice, Equity, Diversity, and Inclusion (JEDI) Committee
- Beginning annual attendance at the National Association of Independent Schools Student Diversity Leadership Conferences (2012)
- Hiring a Director of Ethical Education (2015)
- Adding positive racial identity to curriculum (2015)
- Establishing a professional growth focus on inclusion and equity (2016)
- Initiating a DEI component to new employee orientation (2016)
- Confirming support of and education on gender identities (2017)
- Examining stereotype threats in teaching and learning, and providing professional development on cultural competency (2017)
- Creating the Board of Trustees' Inclusion, Equity, and Outreach Committee (2019)
- Faculty devoted professional-development time to learning around antiracist education (2020)

## Inspiring Students Who Make A Difference

*Vision Statement*

**900**

*Enrollment*

**96 teachers**

**6 teaching assistants**

*Faculty*

**15**

*Average Class Size*

**10:1**

*Student-Teacher Ratio*

**\$2.61 million**

**(approximately 22% of students receive aid)**

*Financial Aid*

**9.4% of faculty**

**27% of student body**

*Racial and Ethnic Diveristy*

## MISSION

*We inspire students to lead ethical and productive lives through a college-preparatory program that promotes the pursuit of academic and personal excellence.*



## THE FACULTY

Rowland Hall's faculty members are talented, dedicated, and deeply committed to children's education and development. They are well aware of the importance of diversity, equity, and inclusion and are ready for leadership that reflects the centrality of that work to Rowland Hall's mission. The faculty are looking forward to critical conversations, follow through on great ideas, clear direction, and collaboration with the new Director of Equity and Inclusion.

## THE STUDENTS

Rowland Hall students are bright, engaging and articulate young people who come from all over Salt Lake City and the surrounding areas. 27% of students identify as people of color. A hallmark of Rowland Hall is the strong relationships between students and teachers.

## CAMPUS

Located near the base of the stunning Wasatch Mountain Range and adjacent to the University of Utah, a world-class research university and medical center, Rowland Hall attracts a diverse community of families. The school focuses on recruiting and retaining high-quality employees by offering extensive professional development opportunities, salaries that are competitive with local districts and market rates, and a close-knit, supportive community.

## SALT LAKE CITY

Salt Lake City is a thriving city experiencing a period of remarkable growth. Founded in 1847 by Brigham Young and other followers of the Church of Jesus Christ of the Latter-Day Saints, today Salt Lake is a dynamic metropolitan area serving an increasingly diverse population. In 2017, U.S. News and World Report ranked Salt Lake City as one of the 10 best places to live in the nation, due to the prosperous business community, myriad cultural opportunities, and easy access to a wide array of outdoor activities. It is also the capital and most populous city in Utah, with over 1.2 million citizens.

The city serves as one of the nation's banking centers, with Goldman Sachs as an anchor for nearly two decades. Thanks to the growth of businesses such as Adobe, Sandisk, and Qualtrics, Salt Lake has emerged as a tech hub as well, earning the nickname Silicon Slopes. The University of Utah is also a major employer and cultural driver. But perhaps the primary reason residents love Salt Lake is its status

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as a world-renowned base for outdoor recreation. It is widely known for access to some of the best skiing in the nation, and the city itself has a number of beautiful parks, such as the 100-acre Liberty Park. Not much farther away are five spectacular national parks — Zion, Bryce Canyon, Arches, Canyonlands, and Capitol Reef — all of which attract millions of visitors a year. Of course, the Great Salt Lake lies just to the city's west.

On the cultural front, Salt Lake City offers residents an array of arts, entertainment, and sporting events, and boasts an increasingly impressive restaurant scene. In addition to performances by Ballet West, the Utah Symphony Orchestra, and the world-

famous Tabernacle Choir, Utahns can catch the latest Broadway show or a bluegrass band at the new Eccles Theater downtown. Salt Lake City hosts portions of the annual Sundance Film Festival, and the Utah Arts Festival has been held annually since 1977 with an average attendance of 80,000.

The University of Utah campus is home to the Utah Museum of Fine Arts and the Natural History Museum of Utah. Sports enthusiasts can watch the Utah Jazz matchup against NBA opponents downtown at the Vivint Smart Home Arena, attend a Real Salt Lake soccer match, or take the family to see the Salt Lake Bees, the triple-A baseball team.



# PROCEDURE TO APPLY

## *Equal Employment Opportunity*

Rowland Hall believes that each individual is entitled to equal employment opportunity without regard to sex, color, race, ancestry, religion, national origin, sexual orientation, age, physical disability, medical condition, marital status, veteran status, or any other characteristic protected under federal or state anti-discrimination laws (“Protected Status”). Rowland Hall’s equal employment opportunity practices extend to recruitment, hiring, selection, compensation, benefits, transfer, promotion, training, discipline and all other terms, conditions, and privileges of employment.

## *Notice of Nondiscrimination*

Rowland Hall does not discriminate on the basis of physical ability, race, religion, gender, sexual orientation, gender identity, or national or ethnic origin in its admission, financial aid, or employment policies or in the administration of educational, athletic, or other school programs.

Interested candidates must submit the following materials confidentially via <https://bit.ly/RowlandHallDirectorofEandI> in one PDF attachment that includes in the following order:

- Cover letter expressing interest in the Rowland Hall Director of Equity and Inclusion position.
- Current résumé.
- Statement of educational philosophy and practice.
- List of three references including name, title, phone number, email address and professional relationship (references are contacted only with the candidate’s permission). References should attest to the applicant’s ability to function in a leadership role; superb oral and written communication skills; comfort with and enthusiasm for students aged 5 through 18; and capacity to work with others in a high-functioning, collaborative, and innovative educational setting.

Please email any questions to [jobs@strategenius.org](mailto:jobs@strategenius.org) or by phone to Orpheus Crutchfield at (510) 685-0861.



## SEARCH CALENDAR

**January 11, 2021**

*Applications Due*

**February 1–2, 2021**

*Semifinalists Interviews*

**February 8–11, 2021**

*Finalists Interviews*

**March 1, 2021**

*Announcement*

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