



## Dean of Equity and Inclusion

JOB TITLE: Dean of Equity and Inclusion

REPORTS TO: Head of School

CLASSIFICATION: Year-round, Exempt

FTE: 1.0

Marin Academy seeks a Dean of Equity and Inclusion to begin July 1, 2022. The Dean of Equity and Inclusion (DEI) is a senior leadership position that focuses on guiding the School toward greater diversity while helping it become a more equitable and inclusive institution. Reporting directly to the Head of School, the responsibilities of the DEI include leadership at the institutional, administrative, cultural, and academic levels of the school including:

### Institutional Leadership

- Creates and implements a mission-aligned vision for community experience related to equity, inclusion, and belonging that keeps MA current, relevant, and innovative.
- Oversees execution of the school's strategic plan to build an equitable and inclusive school community.
- Consults on, and at times leads, schoolwide responses to school-based, local, or national events and issues.
- Works with the Communications Office around internal and external messaging and communication related to our diversity, equity, and inclusion work.
- Works with the Admissions Office in recruitment efforts and practices to build a diverse student (and family) body.
- Oversees employee professional development efforts related to diversity, equity, inclusion, and multiculturalism.
- Chairs a Diversity, Equity, and Inclusion Committee and, as needed, any ad-hoc task forces related to the role of Dean of Equity and Inclusion.
- Co-leads the Strategic Alignment and Equity Committee of the Board of Trustees and serves on additional board committees as requested.

### Administrative Leadership

- Serves on the Senior Leadership Team.
- Supervises the Director of Student Inclusion & Belonging, the Director of Community Action, the Director of Crossroads, and the Family Liaison.



- Collaborates and serves on a team with the Academic Dean, Dean of Faculty, and Dean of Students.
- Partners with the administrative and leadership teams in their hiring processes.

### ***Parents***

- Establishes and oversees cooperative working relationships with parents.
- Works closely with the Marin Academy Parents Association (MAPA) president to create and continue diversity, equity, and inclusion initiatives.

### ***Students***

- Partners with the Dean of Students, Director of Student Inclusion and Belonging, and class deans to devise appropriate mini-lessons, advising activities, and extra/co-curricular activities related to diversity, equity, and inclusion.
- Partners with the School Counselor and the Director of Learning Services around issues of student support.

### ***Employees***

- Partners with the Dean of Faculty in the design and implementation of MA's first year faculty mentoring program.
- Partners with the Dean of Faculty and instructional coaches on the design & implementation of MA's Faculty Coaching program.
- Organizes and coordinates adult affinity spaces on campus.
- Serves as a resource for teachers, advisors, and grade-level deans and other employees with respect to diversity, equity, and inclusion questions or concerns.

### **Cultural Leadership**

- Partners with the Dean of Students and other school leaders to create a culture of engagement and investment among all members of the community.
- Models encouragement and compassion through interactions with all members of the community.
- Models transparency in an effort to foster a culture of collegiality.
- Serves as resource, advisor, and leader for advisors and deans as it relates to diversity, equity, inclusion, and belonging concerns.



- Partners with the Dean of Students and Director of Student Inclusion and Belonging to cultivate a shared sense of purpose in order to create a culture of engagement and investment among all members of the community.

### Academic Leadership

- Teaches two semester-long Ethnic Studies courses in the spring.
- Co-leads and collaborates with the team of Ethnic Studies instructors.
- Partners with the Human Development Department Chair on lessons related to diversity, equity, and inclusion.
- Partners with Academic Dean and Dean of Faculty to manage professional growth initiatives.
- Partners with Academic Dean and Dean of Faculty to manage curricular growth initiatives.
- Co-leads and supports the Dean of Faculty, Academic Dean, and instructional coach(es) in working with new/intern teachers.
- Is current with and engages in educational best practices, ideas, and the overall evolving educational and DEI landscape.
- Co-plans and implements SDLC/POCC trip including registration, flights, and hotel arrangements for students and adult attendees with support of the Director of Student Inclusion and Belonging. Meets with adult attendees to review policies and expectations.

At Marin Academy, we believe equity and inclusion are at the core of our mission, which calls on us “to think, question, and create in an environment of encouragement and compassion.” In challenging us “to accept the responsibilities posed by education in a democratic society,” MA pushes our community to envision a more just world and to grapple with the inequitable systems and structures that persist around us. These values are embedded in our teaching and learning. At MA, we recognize that creating an inclusive school is not a one-time act – it’s an ongoing process that requires continual attention and evolution. While we work to represent diverse voices within the curriculum, we also engage in reimagining our practices and culture to consider students’ lived experiences and needs.

At present, MA is at the half-way point of an ambitious strategic plan which emphasizes interdisciplinary and transdisciplinary teaching and learning, competency-based assessment, and equity and inclusion. Candidates eager to work toward these strategic goals will be prioritized in our search progress. Furthermore, we welcome candidates who are eager to



grow in their professional lives and who demonstrate a willingness and an ability to engage in reflection on their practice.

The school is a vibrant and increasingly diverse community, and students and teachers alike continue to work towards the furthering of an inclusive and supportive school. Marin Academy is an equal opportunity employer committed to excellence through diversity, and people of color and women are encouraged to apply. For more information about Marin Academy, please visit our website ([www.ma.org](http://www.ma.org)).

Candidates interested in applying for the position should send the following to Travis Brownley, Head of School ([travis@ma.org](mailto:travis@ma.org)):

- A Resume
- A Cover Letter
- A Reference List
- A one-page statement articulating your approach/philosophy to diversity, equity, and inclusion work in the independent school setting