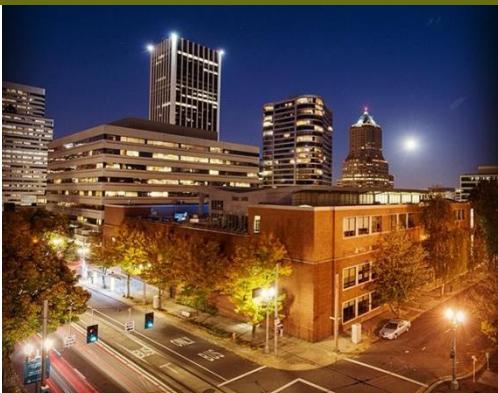


**Portland State University  
Portland, Oregon**

**Position Specifications  
Chief Diversity Officer  
March 2015**

**Prepared by:  
Summit Search Solutions, Inc.**



**Portland State  
UNIVERSITY**

**[www.pdx.edu](http://www.pdx.edu)**

## THE INSTITUTION

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### About Portland State University

Portland State University is Oregon's urban research university recognized for excellence in sustainability and community engagement, and is located in the heart of downtown Portland. The campus motto is "Let Knowledge Serve the City." Portland State offers more than 200 degrees with opportunities to work with businesses, schools and organizations on real-world projects and enrolls nearly 28,000 students from every state in the nation and more than 90 foreign countries. As the state's only urban public university, Portland State provides comprehensive undergraduate education as well as professional education to thousands of Oregonians who want to update their skills or change careers, and applies research to problems of interest to the city, region, and global society. Portland State is renowned for innovative academic programs and excellence, particularly in fields related to urban and public affairs; business administration; science, technology, and sustainability; that combine student learning, research, and community engagement. The university was hailed by The Princeton Review as one of the best colleges and universities in the United States for 2015, and ranked as one of the nation's "Top 10 Up-and-Coming" universities, three years in a row, by U.S. News & World Report in its "Best Colleges" 2015 edition. For more information: [www.pdx.edu](http://www.pdx.edu)

## THE OPPORTUNITY

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Portland State University (Portland State) is seeking a **Chief Diversity Officer (CDO)**. The successful candidate for this position will be a gifted leader who can align and integrate a wide range of new and existing initiatives at Portland State into a cohesive platform of services that will foster a more inclusive, diverse community and help the university's members extend the values of diversity and equity broadly through teaching, research, and service.

Portland State has a strong commitment to diversity supported by a strong framework of existing programs that support diversity, inclusion and equity. The CDO reports directly to the President and is a member of the President's Executive Committee. The CDO will lead and support a wide range of diversity-related programs, including responsibility for the Office of Global Diversity & Inclusion, the Office of Diversity Advocacy, and the Office of Equity & Compliance. The CDO will work in partnership with students, faculty, staff, alumni and the community to align all of the work as part of a cohesive effort to build a more inclusive, diverse community at Portland State and continue the university's momentum toward incorporating diversity, equity, and inclusion into the missions of teaching, scholarship, and community engagement. The CDO works closely with the Diversity Action Council (DAC), appointed by the PSU president, to foster equity and social justice.

The successful candidate for the CDO position will be a strategic leader and diversity advocate with a proven track record of successfully creating diversity/equity programs and collaborating with a broad range of constituencies in their implementation. The CDO must possess the energy, enthusiasm, drive, and engaging personality necessary to achieve ambitious university-wide goals.

## **Qualifications:**

- Terminal degree with five years or more experience in a leadership role directly related to diversity, inclusion, equity, social justice and civil rights compliance. Experience in a university setting preferred.
- Experience effectively supervising and developing professional staff.
- Demonstrated ability to work collaboratively and effectively across many departments, divisions, and the community.
- Demonstrated leadership in the cooperative creation and delivery of organization-wide diversity, equity and cultural competency training programs.
- Proven ability to establish effective partnerships with community members, organizations and government entities.
- Knowledge of government-to-government relationship between states and tribes preferred.
- Experience interacting with and incorporating the voices of students and student groups, particularly students of color and other marginalized student groups.
- The ability to effectively connect PSU to emerging best practices in increasing diversity and equity, as well as support appropriate translation to local circumstances as possible and relevant.
- Knowledge of federal, state, and local laws and regulations related to affirmative action and civil rights enforcement preferred. This includes but is not limited to Title VII, Title IX, ADAAA and Section 504 of the Rehabilitation Act; knowledge of civil rights investigations.

## **Key Competencies:**

- Adheres to all PSU policies including the policies on Prohibited Discrimination & Harassment and the Professional Standards of Conduct.
- Has the ability to envision and conceptualize the diversity mission of an institution through a broad and inclusive definition of diversity.
- Understands, and is able to articulate in verbal and written form, the importance of equity, inclusion, and diversity to the broader educational mission of higher education institutions.
- Work with faculty members, department chairs and the Academic Leadership Team (ALT) to address diversity items related to pedagogy, scholarly activities and classroom climate.
- Understand the contexts, cultures, and politics within institutions that impact the implementation and management of effective diversity change efforts.
- Has knowledge and understanding of, and is able to articulate in the verbal and written form, the range of evidence for the educational benefits that accrue to students through diversity, inclusion and equity in higher education.
- Has an understanding of how curriculum development efforts may be used to advance the diversity mission of higher education institutions.
- Has an understanding of how institutional programming can be used to enhance the diversity mission of higher education institutions for faculty, students, staff, and administrators.
- Has an understanding of the procedural knowledge for responding to bias incidents when they occur on college or university campuses.

- Has basic knowledge of how various forms of institutional data can be used to benchmark and promote accountability for the diversity mission of higher education institutions.
- Has an understanding of the application of campus climate research in the development and advancement of a positive and inclusive campus climate for diversity.
- Broadly understands the potential barriers the faculty face in the promotion and/or tenure process in the context of diversity-related professional activities (e.g., teaching, research, service).
- Has current and historical knowledge related to issues of nondiscrimination, access, and equity in institutions of higher education.
- Has awareness and understanding of the various laws, regulations, and policies related to equity and diversity in higher education.

### **Why consider the opportunity?**

- The **CDO is an important role** that promotes the diversity and equity initiatives for a university community that has a solid foundation, but strives to improve in these areas. How people feel, if they belong, and if they succeed matters at Portland State University.
- **Culture of excellence.** Portland State is a dynamic and progressive institution seeking best practices and continual innovation and improvement.
- **Location.** PSU is an urban campus in one of the most desirable cities to live in the US.

## **PROCEDURE FOR CANDIDACY**

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Review of all nominations and applications begins **April 10, 2015** and continues until the position is filled.

To apply on-line, please go to [https://highereddecisions.com/hedcs/current\\_vacancies.asp](https://highereddecisions.com/hedcs/current_vacancies.asp) and click on the Vacancy of Interest.

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*Portland State University is an Affirmative Action, Equal Opportunity institution and welcomes applications from all diverse candidates, including, among others, protected veterans and individuals with disabilities.*

*Portland State University supports equal opportunity in admissions, education, employment, housing, and use of facilities by prohibiting discrimination in those areas based on age, color, disability, marital status, national origin, race, religion or creed, sex or gender, gender identity or gender expression, sexual orientation, veteran status, or any other basis in law. This policy implements state and federal laws. Inquiries about it should be directed to the Office of Equity and Compliance, 1600 SW 4th Avenue, Suite 830, Portland, OR 97201, 503-725-5919, or via email to: [diversity@pdx.edu](mailto:diversity@pdx.edu).*

*If, because of an impairment or disability, you need accommodation during any part of the employment process, please contact Human Resources at 503-725-4926 or via email: [askhri@pdx.edu](mailto:askhri@pdx.edu).*



**Summit Search Solutions, Inc.** is a boutique executive search firm dedicated to serving the higher education sector. Summit employs passionate search professionals who know and believe in the organizations and talent they represent and are committed to placing the right candidate in the right job. Summit has offices in NY, NC, MI, CO and CA.



## Portland, Oregon

Whether you see Portland, Oregon, as a small town with a big-city feel or a big city that feels like a small town, it is a cool place to live. Located on the banks of the Willamette River only 90 minutes from snow-capped peaks and the Pacific Ocean, you might not realize Portland's bustling downtown and waterfront are the heart of a metropolitan region with more than 2 million people. Twelve bridges span a wide elbow of the Willamette River, connecting the east and west sides of town. Throughout the metro area are thriving neighborhoods filled with restaurants, record shops, bars, funky clothing stores, antique malls and art galleries. Portland also has an abundance of movie theaters (some even serve beer and pizza), new and used bookstores (including Powell's, the largest bookstore west of the Mississippi), coffee shops and clubs.

Within walking distance of the PSU campus is the world-class Portland Art Museum, the Oregon Historical Society, a performing arts complex and a concert hall. For the sports-minded, the Portland area has its own NBA team (the Trail Blazers) and a major league soccer team (the Timbers) as well as minor-league baseball and hockey teams. Outdoorsy types love Forest Parks, the largest city park in the nation, with 5,000 acres of hiking and biking trails, a zoo, public gardens and beautiful old-growth woods. And all of this is connected by one of the world's leading public transportation systems, a combination of buses, streetcars, and light-rail trains, making the entire metro area only a couple stops away.

If you like day trips, a short drive in any direction will lead you to some of the most breathtaking scenery in the world: mountains, seashore, river gorge and desert.

Oregon is the second most popular state to move to with 61% inbound migration. ([quoted from Forbes](#))

For more information on Portland, Oregon:

Travel Portland: <http://www.travelportland.com/things-to-do/>

Portland Business Alliance: <http://portlandalliance.com/>

Portland Parks and Recreation:

<https://www.portlandoregon.gov/parks/35300>

City of Portland: <https://www.portlandoregon.gov/>

**On clear days, the Cascade Range volcanoes Mount Hood and Mount St. Helens loom on the Portland horizon. Both snowcapped peaks are just a short drive from the city.**

**Stretching above 11,000 feet, Mount Hood is Oregon's highest point. It's a downhill and cross-country skiers' paradise and summer training home for the US Olympic ski team with its year-round snow. During the spring and summer, campers pitch their tents on glassy mountain lakes along the Pacific Crest Trail.**

**If it's ocean you're looking for, the Oregon Coast is a year-round playground for adventure-seekers and beachcombers alike. Along the scenic coast Highway 101 you'll find quaint beach towns and wind-wrecked headlands hundreds of feet above the crashing Pacific, and miles of un-peopled beach, all of which is accessible to the public by law. Wild flowers grow atop massive cliffs, and eons of wind and angry waves have carved giant boulders into caves and lovely cathedral-esque hollows. Bring your wetsuit and surf or sea kayak among the sea lions instead of the crowds.**