



Director of Equity Initiatives

Job Description

The Hunt Institute's mission is to provide unbiased research, technical expertise, and learning opportunities that equip and empower educators and policymakers to drive equitable reforms and become audacious champions for education. Since its establishment in 2001, The Institute has emerged as a recognized and credible leader in the movement to transform American public education and a go-to source for reliable, objective, and timely information. The Institute works at the intersection of education policy and politics, supporting state and national officials and empowering them to transform education. The Institute's mandate is to inspire and equip elected officials and senior policymakers to make informed decisions that improve the lives of all children, with its primary audience consisting of governors, legislators, and other elected and state-level policymakers.

Position

The Director of Equity Initiatives (DEI) will serve as an educational and institutional leader in shaping and promoting equity and diversity-based policies, partnerships, and strategic initiatives that align with The Hunt Institute's vision and mission, and provide leadership and expertise to develop, implement, and achieve The Institute's strategic plan goals. The DEI will promote and model a culture of positive engagement and continuous learning, both internally and externally, in efforts to increase knowledge, awareness, competency, and advocacy related to equity and diversity. The DEI will lead equity audit engagements and follow-up support for a growing number of clients, including professional development facilitation as requested. The DEI will support the John M. Belk Impact Fellowship program, in conjunction with the Internship and Belk Impact Fellows Program Manager (IBPM), by ensuring that current college and graduate students from accredited institutions gain skills and experiences through paid internships with John M. Belk Endowment grantees and partners. Specifically, the DEI will support the Fellowship program and the IBPM on recruitment, outreach, and selection of each new cohort.

The DEI will report directly to the Vice President and be based out of The Hunt Institute's office in Cary, North Carolina.

Responsibilities

- Provide leadership, coordination, consultation, assistance, strategic oversight, and direction regarding all diversity, equity, and inclusion matters.
- Develop metrics and dashboards to ensure accountability, tracking, and monitoring of diversity, equity, and inclusion efforts.

- Collaborate closely with the leadership team to provide them information that is most effective in furthering The Hunt Institute’s vision, mission, and strategic plan.
- Periodically, and when necessary, update leadership and the Board of Directors on progress toward the organization’s equity-focused goals.
- Build knowledge, skills, and competencies around diversity, equity, and inclusion for staff, Board, and other appropriate partners connected to the work of the organization.
- Develop and facilitate equity audit requests for nationwide client base.
- Facilitate equity-focused professional development training for both internal and external clients.
- Support the recruitment of the annual John M. Belk Impact Fellowship program.
- Coordinate with the IBPM to schedule meetings and conduct site visits to meet with university/college career counselors, building impactful relationships to support recruitment strategies for underrepresented groups.
- Other duties as assigned.

Qualifications

- Commitment to the mission and vision of The Hunt Institute, alongside a passion for challenging entrenched systems of educational inequity towards the bettering of public education for all children.
- Passion for investing in the growth of colleagues; able to motivate and rally support in service of organizational mission and goals.
- A strong work ethic, with a results-oriented philosophy and personal qualities of trustworthiness, openness, accessibility, kindness, flexibility, and a sense of humor.
- Ability to handle multiple assignments and accomplish deadlines; ability to pay attention to accuracy and detail while thinking broadly.
- BA/BS degree with a minimum of five years of experience leading diversity, equity, and inclusion work at the organizational level required or an equivalent combination of education and experience.
- Ability to travel (anticipated between 15-20%).

Ideal candidates will also demonstrate:

- Knowledge of state and national P-16 education policy.
- Resourcefulness and good judgment.
- Leadership by example.
- The value of diversity of thought, backgrounds, and perspectives.
- Integrity/ethics beyond reproach.
- Constant seeking to apply best practices.
- Willingness to work collaboratively and consider new ideas.
- Commitment to The Hunt Institute’s mission, vision, financial stability, and success.

Equal Employment Opportunity

At The Hunt Institute, Equal Employment Opportunity is our commitment and goal. All qualified

candidates will receive consideration for employment without regard to race, national origin, gender, age, religion, disability, sexual orientation, veteran status, marital status, or any other protected status designated by federal, state, or local law. Applicants are encouraged to confidentially self-identify when applying. Employment is contingent upon successful completion of a reference check and background investigation.

To apply: Please submit cover letter, along with a résumé or CV, and a writing sample (no more than five pages; sections from a longer paper can be submitted) to applicant@hunt-institute.org with the subject line “Last Name – Director of Equity Initiatives.” No phone calls, please.