

Assistant Vice President of Equity and Compliance

Portland State University

To apply for this position please go to:

<https://www.spelmanandjohnson.com/candidate-suite/apply/> complete the brief application process, and upload your resume and position-specific cover letter.

Located in the heart of Oregon's economic and cultural center, Portland State University (PSU) is the most diverse public university in Oregon. PSU enrolls approximately 24,000 students from every state in the nation and more than 78 other countries in 111 bachelor's, 76 master's, and 24 doctoral programs. Founded in 1946, PSU is hailed by The Princeton Review as one of the best colleges and universities in the West. The University is accredited by the Northwest Commission on Colleges and Universities and all programs are accredited by professional bodies. PSU encompasses seven primary divisions—College of Liberal Arts & Sciences, College of Urban & Public Affairs, College of Education, Maseeh College of Engineering & Computer Science, School of Business, School of Social Work, and OHSU-PSU School of Public Health—as well as the University Library, University Honors College, and the University Studies Program. A Carnegie Doctoral Research University (High Intensity), PSU has grown its sponsored research in recent years, with \$55.2 million in research expenditures in 2020-2021. With a vibrant campus spanning 50 buildings in the heart of downtown, PSU is an integral part of the Portland metro area.

The Position

As a critical senior institutional leader and part of the global diversity and inclusion division, the assistant vice president (AVP) of equity and compliance supports PSU's commitment to being a just and equitable institution and having an inclusive and empowering culture. Reporting to the vice president for global diversity and inclusion and serving as an essential part of the University's equity infrastructure, the AVP serves as the Title IX and ADA/504 coordinator and directs the civil rights complaint resolution process including managing the investigations of alleged prohibited discrimination, discriminatory harassment, sexual harassment, failure to accommodate disabilities, and violation of consensual relations policy brought against employees. The AVP supervises internal and external complaint investigators, and, when necessary, conducts intake, referrals, and informal resolutions. The AVP monitors and/or revises complaint procedures to ensure timely and equitable processing, review, and resolution of complaints. The AVP also frequently collaborates with the office of general counsel, office of academic affairs, student affairs, human resources, and supervisors of respondents. The AVP supervises the director of affirmative action and the equity and compliance consultant. In addition, the AVP aligns the office of equity and compliance's work with institutional and global diversity and inclusion priorities and strategies, while ensuring that their duty to conduct neutral investigations and follow laws and mandates remain uncompromised. The AVP takes a proactive approach to justice and equity, consulting, and partnering to educate and support systemic and cultural changes that enable the thriving of minoritized individuals and communities at PSU.

Qualifications

The ideal candidate will have knowledge of higher education policies and practices and experience in promoting principles and practices of diversity, equity, and inclusion; strong writing, analytical, and editing skills; and knowledge of and experience with effective assessment methodologies and institutional efforts to prevent recurrence of harassment and discrimination and influencing a culture of inclusion and respect in the workplace and learning environments. The ideal candidate will also possess strong presentation, training, and facilitation skills with the ability to engage students, faculty, staff, and administrators with varying degrees of experience in examining and addressing issues of civil rights, equity, and justice. Requirements include a minimum of a master's degree and five years of relevant experience; a terminal degree, including a juris doctorate, is preferred.

Application and Nomination

Review of applications will begin November 17, 2021 and continue until the position is filled. To apply for this position please go to: <https://www.spelmanandjohnson.com/candidate-suite/apply/> complete the brief application process, and upload your resume and position-specific cover letter. Nominations for this position may be emailed to Quincy Martin III at qm3@spelmanjohnson.com. Applicants needing reasonable accommodation to participate in the application process should contact Spelman Johnson at 413-529-2895.

For the full position profile visit:

<https://www.spelmanandjohnson.com/position/assistant-vice-president-of-equity-and-compliance/>