

Title IX Coordinator, Office of Equity and Inclusion

The Office of Equity and Inclusion at the University of Maryland, Baltimore County (UMBC) seeks a Title IX Coordinator with broad civil rights knowledge and experience who is committed to ensuring an inclusive learning, living, and work environment free from harassment and discrimination for all members of the UMBC community. The Title IX Coordinator will report to the Director of Equity and Inclusion, who has a reporting line to the University's Chief of Staff to the President. This is an exciting opportunity for a passionate civil rights professional to be part of the University's efforts to move beyond compliance and towards true cultural and campus community change.

The Title IX Coordinator is responsible for overseeing institutional compliance with Title IX of the Education Amendments of the 1972 Civil Rights Act ("Title IX"), the Violence Against Women Act Reauthorization of 2013 ("VAWA"), the Campus Sexual Violence Elimination Act ("Campus SaVE"), and other related federal and state laws across the University. The incumbent will work closely with the Office of General Counsel, the Office of Human Resources, the Office of the Provost, the Office of Student Affairs, and other University administrators.

The incumbent serves as the university's subject-matter expert on requirements of and compliance with Title IX, VAWA, and related federal and state laws, with specific duties including:

- Oversee the investigation process and ensures timely resolution of all reports of sexual misconduct
- Coordinate the University's Title IX efforts
- Develop and conduct campus wide Title IX training regarding prevention of and response to sexual misconduct
- Manage a comprehensive case management system that monitors each complaint reported to the Office of Equity and Inclusion
- Lead the implementation of University climate surveys pertaining to sexual misconduct, sexual harassment, domestic violence, dating violence, and/or stalking

Minimum Requirements: JD or Master's degree with 3 years of relevant experience or a Bachelor's degree in a related field with five years of relevant experience.

- At least three years of experience conducting discrimination and/or harassment investigations.
- Comprehensive knowledge of Title IX, VAWA, Campus SaVE, and related federal and state laws as well as applicable case law.
- Experience in developing and presenting educational and training programs.
- The ability to communicate effectively within a university environment.
- Strong organizational, interpersonal, writing and speaking skills.
- The ability to work independently and efficiently in a time-sensitive environment. Demonstrated ability to compassionately work with, and give unbiased treatment to reporting parties and responding parties, individuals from diverse backgrounds, including victims of sexual assault, domestic violence, or other types of trauma.

- Demonstrated ability to oversee and manage caseload in a manner that ensures fairness and a prompt, effective, unbiased and equitable conclusion to each complaint.
- Demonstrated experience in supervising teams.
- Certifications in Title IX Investigations/Title IX Coordinator Training.

Salary is commensurate with experience. Position is full-time, exempt, regular, and includes a full University benefits package. **A background check will be required.**

For best consideration submit application materials by December 9, 2019 (resumes will be accepted until the position is filled) at: <https://listings.umbc.edu/cw/en-us/job/493055?ApplicationSubSourceID=11440>

UMBC is an Affirmative Action/Equal Opportunity Employer. Applications from women, minority group members, veterans and individuals with disabilities are encouraged to apply.