

POSITION VACANCY ANNOUNCEMENT

- POSITION:** Senior Director, Diversity, Equity, and Inclusion (DEI Senior Director)
- RANK:** Director and Associate University Librarian or University Librarian
- REPORTS TO:** Dean of University Libraries
- SALARY:** Minimum salary \$93,625 at the Associate University Librarian rank
Minimum salary \$100,059 at the University Librarian rank
The Smathers Libraries offer a salary commensurate with experience and credentials

REQUISITION #: 524839

DEADLINE DATE: January 16, 2023 - Applications will be reviewed upon receipt

JOB SUMMARY

The George A. Smathers Libraries at the University of Florida seek an innovative, engaged individual to serve as the Senior Director of Diversity Equity and Inclusion (DEI Senior Director). This 12-month tenure-track position provides strategic vision, expertise, and leadership in the Diversity, Equity, and Inclusion (DEI) values in the Libraries. The Libraries are critical contributors to the University's commitment regarding diversity, equity, and inclusion. These values help sustain inclusive excellence within our workplace and enhance equitable access to the libraries within the communities we serve.

The DEI Senior Director uses evidence-based practices in leading the Libraries to collectively identify the systems, structures, policies, practices, and behaviors that perpetuate inequity; develop a roadmap that articulates measurable goals in addressing inequities; and implement and iterate on programs and initiatives to achieve those goals. The Director leverages existing and new opportunities to ensure the Libraries' spaces, programs, and services are a supportive and welcoming learning environment for all users and potential users. In addition, the Director also represents the Libraries in campus DEI initiatives, building strong connections with related campus representatives and offices and engaging in cooperative efforts to enhance diversity efforts.

The Libraries are committed to fostering an inclusive and welcoming environment and have numerous long-term and recent initiatives focused on this goal. We seek a capacity builder who will work collaboratively with people of diverse cultural backgrounds and origins, races, ethnicities, genders, sexual orientations, disabilities, and perspectives, to create meaningful dialogue and change. The Libraries recognize DEI as guiding principles and are committed to assuring that our spaces, collections, services, and library workspaces reflect campus values of inclusive excellence.

The Smathers Libraries is committed to creating a thoughtful, equitable, and inclusive culture that provides space for innovation and creativity. We support that commitment by offering a fulfilling work experience that allows for collaboration, growth, and development as well as shared perspectives.

To support all colleagues, students, faculty, and staff and foster excellence in a diverse and collaborative society, the libraries welcome candidates who bring their own lived experiences to work with individuals of diverse backgrounds, experiences, races, ethnicities, genders, sexual orientations, and perspectives.

The Libraries encourages broad participation in reaching decisions; consequently, the DEI Senior Director will contribute to discussions and provide input, and serve on various committees and teams.

The DEI Senior Director will pursue professional development opportunities, including research, publication, and professional service activities to meet library-wide criteria for tenure and promotion.

RESPONSIBILITIES

- Serves as a strategic advisor to the Dean of the Smathers Libraries and its senior leadership team in all areas of inclusion, diversity and equity and serves as a member of the management team of chairs and unit heads throughout the Libraries.
- Engages library staff and the university community in the planning, implementation, and assessment for the Libraries' DEI program.
- Provides consultations to library personnel, teams, and units as they work to increase inclusion, diversity, and equity in the Libraries programs and services, with an emphasis on expanding and providing access to collections that reflect the diversity of the individuals we serve and represent information by and about indigenous people and historically underrepresented and excluded groups.
- Serves as the Libraries' Campus Diversity Liaison (CDL), a network of peer positions from units across the University, and represents the Libraries in campus DEI initiatives, including those led by the Chief Diversity Officer - <https://cdo.ufl.edu/>, prioritizing impactful engagement and connections with the Libraries' expertise, services, supports and collections.
- Leads training and organizational development activities that support sustained individual, organizational, and systems growth in alignment with DEI goals, addressing topics such as cultural awareness; multicultural effectiveness and proficiency; anti-racist practices; microaggressions and biases; power; privilege; and restorative justice.
- Partners with the Libraries' HR Office and hiring authorities to integrate best practices into the recruitment, selection, and onboarding processes for faculty and staff positions within the Libraries.
- Guides the work of the Libraries' Diversity, Equity, Inclusion and Justice Committee, coordinating DEI initiatives across the organization and promoting an inclusive, equitable experience for library users. This position also contributes to the Libraries' outreach, marketing, and student success activities to increase connections to underserved student communities.
- Contributes through membership on University and Library committees and other consultative bodies as appropriate.
- Pursues professional development opportunities, including research, publication, and professional service activities to contribute to the field and meet library-wide criteria for tenure and promotion.

QUALIFICATIONS

Research indicates that applicants from underrepresented groups are hesitant to apply for positions if they do not meet all the required and preferred qualifications.¹ We want to emphasize that the preferred

¹ Schmalings, K. B., Blume, A. W., & Baker, D. L. (2017). Characteristics of Faculty Position Advertisements Associated with Applicant Diversity. *Journal of Higher Education Theory & Practice*, 17(8), 10–17. Collier, D., & Zhang, C. (2016). Can We Reduce Bias in the Recruiting Process and Diversify Pools of Candidates by Using Different Types of Words in Job Descriptions? *Mohr, T. S.* (2014). Why Women Don't Apply for Jobs Unless They're 100% Qualified. *Harvard Business Review*, 25.

qualifications are not required and that we are committed to helping our future colleague develop their skills. Additionally, applicants are encouraged to communicate how their work and other experiences satisfy the required qualifications in ways that may not be obvious.

Required:

- Advanced degree, which may be a master's degree in Library or Information Science from an ALA-accredited program or graduate degree in Organizational Development or other related disciplines.
- For appointment at the Associate University Librarian rank, eight or more years of postgraduate work experience with at least two years of directly relevant experience, such as advancing diversity, equity, inclusion and/or awareness.
- For appointment at the University Librarian rank, eight or more years of postgraduate work experience with at least four years of directly relevant experience leading and evaluating diversity, equity, inclusion, and accessibility work in mid-size to large organizations.
- Knowledge of current trends and research related to DEI in a higher education setting.
- Demonstrated understanding of the dynamics of difference, privilege, and power in a workplace setting.
- Experience discussing and presenting on sensitive topics to varied audiences.
- Exceptional interpersonal skills, with the ability to establish productive collaborations working with diverse audiences and colleagues throughout the Libraries and beyond.
- Experience in effective program growth and implementation, including goal setting and outcomes evaluation
- Demonstrated ability to assess training and support needs; develop training content and materials; and conduct trainings and workshops.
- Ability to appropriately prioritize and make progress on multiple projects in a team environment.
- Record of including individuals of diverse backgrounds, experiences, races, ethnicities, gender identities, sexual orientation, and perspectives in research, teaching, service, and other work
- Strong potential to meet the requirements for tenure and promotion outlined in the [departmental by-laws](#)

Preferred:

- Experience in organizational development and change management
- Certified Diversity Professional (CDP); Certified Diversity Executive (CDE); Cornell Certified Diversity Professional (CCDP) or other related certification
- Familiarity with higher education environment
- Familiarity or experience with compliance related to diversity, equity, and inclusion in the workplace, such as equal employment opportunity law.

UNIVERSITY OF FLORIDA LIBRARIES

The libraries at the University of Florida form the largest academic information resource system in the state of Florida with seven libraries and two off-campus facilities. The [George A. Smathers Libraries](#) are comprised of six campus libraries and the off-site facilities. In addition to this system, the [Lawton Chiles Legal Information Center](#) is part of the Levin College of Law. The Libraries hold over 6.27 million print volumes, 1.5 million e-books, 145,000 full-text electronic journals, over 1000 electronic databases, 1.3 million documents, and 1.4 million maps and images. Distinctive holdings include the Isser and Rae Price Library of Judaica, Latin American and Caribbean Collection, Baldwin Library of Historical Children's Literature and the P.K. Yonge Library of Florida History. The Libraries maintain partnerships and participate in a variety of collaborative, international projects while engaging with the UF community. We are a member of the Association of Research Libraries (ARL) and other regional library consortia.

The [library staff](#) comprises more than 300 FTE librarians, technical/clerical staff and student assistants. The George A. Smathers Libraries are strong advocates for inclusion and intellectual freedom. The Libraries' commitment to both is articulated in the [Inclusion and Intellectual Freedom Statements](#). The Smathers Libraries will foster and maintain a culture that supports DEI, as values are foundational and permeates all aspects of our organization per [Strategic Directions 4: Diversity, Equity, and Inclusion](#). Support for professional development is central to the Smathers Libraries. Supports include a formal mentoring program, a robust training program, release time for research and professional service, a comprehensive grants program, and funding for professional development travel.

LIBRARIES LAND ACKNOWLEDGMENT

The Smathers Libraries acknowledge that the main (Gainesville) campus of the University of Florida is located in the ancestral territory of the Potano and later the Seminole peoples. The Smathers Libraries acknowledge its obligation to honor the past, present, and future Native residents and cultures of Florida.

THE UNIVERSITY OF FLORIDA

The University of Florida (UF) is the state of Florida's preeminent university. The state's oldest and most comprehensive university, UF is among the nation's most academically diverse public universities and won the 2018 [Senator Paul Simon Award for Comprehensive Internationalization](#). UF is currently fifth among "Top Public Universities" in the U.S. News and World Report and second among Forbes "Best Value Public Colleges (2016)". UF has a long history of established programs in international education, research, and service. It is one of only 17 public, land-grant universities that belong to the [Association of American Universities](#). At UF we have some of the top faculty in the country. In addition to attracting over \$900 million in research each year, they foster the uniquely collaborative environment that transforms potential into actual results. UF traces its beginnings to a small seminary in 1853 and is now one of the largest universities in the nation, with more than 50,000 students. The University of Florida seeks to address key challenges of our time, from COVID-19 to racism. In 2020 President Fuchs announced a [UF-Anti-Racism Initiative](#). For more information, please consult the [UF homepage](#) and the [Office of the Chief Diversity Officer](#) website. A snapshot of the student body [diversity statistics](#) is available online from UF Institutional Planning and Research.

BENEFITS

[University benefits](#) for this position include retirement plan options, insurance benefits, paid family leave (parental and medical), tuition fee waiver program, and employee assistance program, as well as paid time off and holidays. Gainesville, Florida, has no state or local income tax. The University of Florida provides ongoing [guidelines and resources related to COVID-19](#).

AFFIRMATIVE ACTION/EQUAL EMPLOYMENT OPPORTUNITY

The University of Florida is committed to non-discrimination with respect to race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information, and veteran status in all aspects of employment including recruitment, hiring, promotions, transfers, discipline, terminations, wage and salary administration, benefits, and training. We are dedicated to the goal of building a broadly diverse and inclusive faculty and staff within a culturally diverse and pluralistic environment; we invite all qualified applicants including women, members of underrepresented groups, individuals with disabilities, and veterans. The University of Florida is a public institution and subject to all requirements under the Florida Sunshine and Public Records laws.

If an accommodation due to a hearing or speech disability is needed to apply for this position, please call 352-392-2477 University of Florida Human Resources or the Florida Relay System at 800-955-8771 (TDD).

GAINESVILLE COMMUNITY

Gainesville and the surrounding community are home to approximately 257,000 people and both the University of Florida and Santa Fe College. The city is surrounded by more than 40 nature parks, including many spring-fed lakes and rivers, with many paved and unpaved trails for recreation. The city is just over an hour from the Gulf of Mexico and the Atlantic Ocean. Gainesville is an [award winning](#) and innovative city, friendly to both professionals and families. The [Guide to Greater Gainesville](#) combines award winning photography and compelling articles that capture all the reasons for calling Gainesville your next home. The City of Gainesville is a progressive municipality that seeks to [promote racial equity](#). The area has numerous cultural institutions and is a haven for sports fans. Jacksonville, Orlando, Tampa, Tallahassee, and St. Augustine are all within a two-hour drive.

APPLICATION PROCESS

To apply, submit

- a cover letter detailing your interest in, and qualifications for this position
- your current resume or CV
- a list of three references including their contact information (telephone number and email address)
- a written statement (250 words), “Discuss your strategies for successfully implementing organization change initiatives here at the George A. Smathers Libraries”.

Apply by 11:55 pm (EST) on January 16, 2023. Applications will be reviewed as received. Submit all application materials through the Jobs at UF online application system at [Requisition 524839](#). Failure to submit the required documents may result in the application not being considered. If you have any questions or concerns about this process, please contact Joe Piazza, George A. Smathers Libraries Human Resources Office, at jpiazza@ufl.edu.