

Director, Lesbian, Gay, Bisexual, Transgender Center

Posting Details

Applications will be accepted until midnight (Eastern Time Zone) on the 'Posting End Date' shown below.

Position Information

Job Title	Director, Lesbian, Gay, Bisexual, Transgender Center
Applications Accepted From	Public: Open to the public
Special Instructions to Applicants	To apply, please complete the online quick application and attach the required documents. For references, please provide names, addresses and current contact information for 3 professional references. Review of applicant materials will begin immediately and continue until a successful candidate is identified; for full consideration, please apply by February 5, 2019.
This position is eligible for the following benefits:	Level 1 - Medical/Rx, Vision, Dental, Ortho; Winter Break Closure; Holidays Paid; Basic/Supp/Dep Life; Educ. Benefits; Sick Leave; Vacation; Retirement
Posting Number	20162196S

Job Description

The Director of the LGBT Center will provide Center oversight, manage fiscal operations, personnel management, as well as securing financial contributions to ensure the Center's success. The Director will provide strategic leadership for program development and structured analysis, both curricular and co-curricular, utilized across campus and in the community. The Director will engage in advocacy and leadership through work on committees and task forces, representing both the LGBT Center and the Office for Diversity and Inclusion broadly, throughout the institution and with external constituents.

Strategic Oversight:

- Coordinate and oversee all aspects of the LGBT Center by planning, implementing, and evaluating the strategic plan and vision of the Center that centers on sexual and gender diversities and experiences with an intersectional perspective and various queer theory frameworks.
- Research national best practices and modify them for Ohio University context to elevate national status such as LGBTQ inclusive policies and through assessments such as the Campus Pride Index.
- Provide content for internal and external communications
- Advise and assist in the creation of marketing strategies for Center programming and other LGBTQ efforts on and off campus.
- Oversee staff utilization of social media to promote the Center's, Diversity and Inclusion's, and Ohio University's mission.
- Liaison with regional campuses to increase awareness of resources available through the Center and in local communities.
- Collaborate with internal and external constituents for Women's Center staff expertise to be represented and incorporated to ensure awareness of, and care for, LGBTQ identities and issues on campus and in Southeast Ohio.
- Member of committees, advisory groups, and task forces for large initiatives to advocate on gender and sexuality issues, including serving as a member of the Joint Police Advisory Committee (JPAC) and other strategic initiatives.
- Analyze programming regularly for effectiveness, including formal assessments as warranted.
- Present on programming and services at conferences to elevate national status.

Administrative & Supervisory Responsibilities:

- Supervise and train professional, graduate, interns, and undergraduate student staff to ensure alignment with strategic objectives of the Center and Diversity and Inclusion.
- Oversee regular staff meetings, including professional, graduate, intern, and student staff.
- Fiscal management of Center budget, including purchasing, monitoring and reconciling, and projecting funding needs for Center programming.

- Advise the Assistant Director on the development, implementation, and assessment of the programs that they oversee.
- Research national best practices and modify them for Ohio University context to elevate national status (for example, Campus Pride Index).
- Provide aggregate data and assessment information to internal and external constituents.

Programs and Services:

- The Director will develop and foster collaborative partnerships with campus and community constituents, provide quality programs for faculty, staff, students and community members that promote sexual and gender diversity as well equity for LGBTQ individuals and groups.
- Maintain multi-tier strategy for the recruitment, engagement, retention and promotion of LGBTQ faculty, staff, and administration on all campuses, with an emphasis on programming and retention efforts.
- Coordinate, create, and deliver career development programming focused on the unique needs and experiences of LGBTQ individuals (in collaboration with offices such as the Career and Leadership Development Center).
- Coordinate and collaborate with United Campus Ministry and other campus and community constituents in oversight and delivery of programs for PRIZM (after school art program for LGBTQ middle and high school youth).
- Work with community and campus offices to maintain and/or create new collaborative programming to serve constituents both in the community, on campus, and Southeast Ohio.
- Offer high-level programming for faculty and staff on issues related to sexual and gender diversities, including personal empowerment and supervisory/pedagogical improvement.
- Provide guest lectures/workshops as available to classes, student groups, and external organizations.
- Collaborate with the Graduate College and Graduate Student Senate to provide programming particular to LGBTQ individuals in graduate and professional schools.
- Collaborate with the Women's Center and other offices on survivor centered programming, including Take Back the Night, while working with the Survivor Advocacy Program and other key constituents.
- Develop innovative workshops, presentations, and trainings reflective of current "hot topics" for LGBTQ individuals and diversity and inclusion generally.
- Work collaboratively with Center staff, Diversity and Inclusion staff, and other constituents to provide a calendar of events for each academic year as well as summer programming (such as Athens Pride Fest).
- Collaborate with OMSAR, Multicultural Center, and ISFS on programs that address the needs of students within each of these offices as well across offices.
- Collaborate with the Office of Community Engagement, Academic Advancement Center, and other offices on Appalachia Rising Service Immersion trip (Spring Break).
- Create and distribute a co-curricular guide demonstrating the connections between Center programs and degree granting units (create a framework to bridge academic affairs and student affairs).

Curricular Instruction:

- Provide one course offering a semester in an academic unit such as Women's, Gender and Sexuality Studies, Social Work Department, University College, or course related to sexual and gender diversities.
- Work with the Assistant Director and other campus offices such as the Office for Global Opportunities on creating a study abroad course focused on sexual and gender diversities.

Fundraising:

- Fundraise for programming, equipment, and leadership development as needed for the LGBT Center and LGBTQ identities generally across campus (e.g., Hodson Emergency Fund and Wayne Hadley Travel Award).

Minimum Qualifications

Master's degree in Higher Ed, Counseling, Women's Studies, Diversity Studies, Social Work, Psychology, Cultural Studies, LGBTQ Studies, Communication Studies, or related fields; a minimum of 6 years of related work experience; a minimum of 3 years of related management experience required. A combination of education and experience may be substituted for the above requirements.

Preferred Qualifications

Doctoral degree in Higher Ed, Counseling, Women's Studies, Diversity Studies, Social Work, Psychology, Cultural Studies, LGBTQ Studies, Communication Studies, or related fields

Department

Diversity & Inclusion – LGBT

Pay Rate

Job Open Date	01/22/2019
Posting Close Date	02/05/2019
Job Category	Administrative - Exempt-Salaried
Months	12
Planning Unit	Vice President for Diversity & Inclusion
Work Schedule	M-F, 8-5, some nights and weekends are required.
Campus	Athens
Expected hours worked per week	
Expected duration of assignment	
Applicants may contact this person if they have questions about this position.	Amanda Graham, graham4@ohio.edu, 740-593-2614

Diversity Statement Ohio University is committed to creating a respectful and inclusive educational and workplace environment. Ohio University is an equal access/equal opportunity and affirmative action employer with a strong commitment to building and maintaining a diverse workforce. Women, persons of color, persons with disabilities, and veterans are encouraged to apply. Ohio University is a member of the OH/Western PA/WV Higher Education Recruitment Consortium. www.ohwpawvherc.org

Job Information

Employment Type	Full-Time Regular
Job Family/Subfamily	Diversity & Inclusion - Inclusion
Career Track & Level	IC 4
Pay Grade	CA&PI19I

Clery Act Crime Statistics

Clery Act Crime Statistics To view the Clery Act Compliance Report [Click here](#)

Applicant Documents

Required Documents

1. Resume/Curriculum Vitae
2. Cover Letter
3. References

Optional Documents

Posting Specific Questions

Required fields are indicated with an asterisk (*).