



## Director of Equity and Inclusion

The mission of Harpeth Hall is to educate young women to think critically, to lead confidently, and to live honorably. To fully realize that mission, Harpeth Hall is committed to creating an environment in which every member of its community is seen, heard, and valued. Diversity, equity, and inclusion work is essential to that endeavor.

Harpeth Hall seeks an innovative and collaborative leader as its next Director of Equity and Inclusion. The Director will report directly to the Head of School, will serve on the Leadership Team and will collaborate with all constituencies in the school community, including administrators, teachers, staff, parents, students, and alumnae. With the help of the Leadership Team, the Director will implement the DEI goals in Harpeth Hall's current strategic plan and work collaboratively to shape future initiatives to expand the school's work in equity and inclusion. Areas of emphasis include the recruitment and retention of diverse students, faculty, and staff; examination of the curriculum and co-curricular programs to ensure best practices around DEI initiatives; promotion of a culturally competent school culture.

The Director will be a leading voice in advancing equity in all aspects of school life and will be integral to creating a more inclusive community that fosters a sense of belonging. The school leadership acknowledges that this work does not belong to one person. The Director will have support and guidance from faculty and student standing committees and task forces.

### Qualities and Qualifications:

- Knowledge of DEI best practices with demonstrated success in the field
- Education commensurate with work in secondary education; master's degree preferred
- Passion for DEI work and a vision for implementation in an educational setting
- Sensitivity and diplomacy in working with groups to advance cultural and racial literacy
- Appreciation of independent school culture and all-girls education
- Awareness of intersectionality within an all-girls environment

### Responsibilities:

- Strategically lead DEI work on campus
- Collaborate with the Leadership Team and Strategic Planning Committees to execute and expand Harpeth Hall's DEI strategic goals for the near and long term
- Examine the curriculum and academic policies alongside individual departments and the Academic Council and help identify areas where antiracist and anti-oppression teaching can be incorporated
- Join the Admission Team and partner with Leadership Team to recruit students, faculty, and staff from underrepresented groups
- Plan and implement on-going DEI training for current faculty and staff
- Collaborate with Division Directors to expand the DEI on-boarding program for new faculty and staff
- Facilitate affinity groups for students, faculty, and parents, when needed.
- With the help of the Division Directors, Counselors, and Admission Team, design and implement a program that supports students and parents from underrepresented backgrounds transitioning into Harpeth Hall.
- Offer opportunities to parents to learn more about DEI issues
- Partner with Communications to create more inclusive materials for both internal and external audiences
- Lead a DEI faculty advisory committee that meets quarterly