Grinnell College in partnership with Carrington & Carrington, Ltd.
Diversity Executive Search to deliver talent and diversity to its workforce.

Chief Diversity Officer/Associate Vice President of Diversity & Inclusion and Senior Advisor to the President

Prospectus

2020

230 West Monroe Street, Suite 2250
Chicago, IL 60606-4902

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POSITION DESCRIPTION

POSITION TITLE: Chief Diversity Officer/Associate Vice President of Diversity and Inclusion and Senior Advisor to the President

REPORTS TO: Dean of the College and Vice President for Academic Affairs

STAFF: Two Direct Reports

LOCATION: Grinnell College, Grinnell, Iowa

RESPONSIBILITIES: Institutional and Strategic

- Work closely with the President as a member of the Senior Staff, in institutional planning, developing short- and long-range strategies, policy development and problem-solving
- Serve as co-convener, with the Deputy CDO for Student Affairs and the Deputy CDO for Employee Relations, of the Committee on Diversity and Inclusion, which is charged with the task of developing and sustaining an inclusive campus community, evaluating practices, monitoring campus climate, and updating the Diversity and Inclusion Plan annually
- Co-ordinate directly with the President on an institution-wide annual audit of the Diversity and Inclusion Plan implementation in every division of the College
- As Senior Advisor to the President, discuss and recommend policies, structures, research, and practices that further diversity and inclusion throughout the institution
- Work with over fifteen diversity professionals across the College in admissions, athletics, development and alumni relations, human resources, academic affairs, and student affairs. Meet frequently to lead diversity and inclusion initiatives and programs
- Support data-informed decision-making related to issues of access, retention, and equity for students, staff, and faculty. Align objectives and strategic plans with the College mission and organizational goals
- Contribute to strategic discussions and play a central role in advocating for and championing a comprehensive institutional strategy around all matters of equity and inclusion. Provide leadership, management, and strategic planning for diversity and inclusion initiatives across campus
- Work with the campus community to identify strengths and opportunities, set priorities, create clear roadmaps to guide the work of divisions and departments, assess programs and adapt when needed, and make transparent and strategic choices that advance inclusive excellence
Oversight of Training and Faculty Hiring
- Oversee, develop, and facilitate institutional programming related to diversity and inclusion efforts, including implicit bias training and inclusive teaching, working collaboratively with other departments, students, and committees
- Represent the Dean of the College on the assessment committee and work with the Personnel Committee to ensure personnel procedures accurately reflect contributions to a culture of diversity and inclusion
- Ensure the development of delivery of key diversity training programs and opportunities and oversee training and development to educate faculty, staff, and students on how to recognize and appreciate individual differences
- Oversee hiring procedures and guidelines for faculty searches
- Oversee and develop training on best practices for recruiting and retaining a diverse faculty, as well as providing implicit bias training for new employees and Student Educational Policy Committees (SEPCs), whose members serve on faculty searches and contribute to tenure and promotion processes

Communication and Outreach
- Provide regular communication to the Grinnell Community about efforts, initiatives and progress related to diversity, equity, and inclusion
- Represent the College at various community, civic, and professional meetings and conferences as requested

Teaching and Learning
- Identify strategies to strengthen effective mentoring practices, to facilitate networking, to foster the acquisition of skills, and to provide guidance to ensure an inclusive environment that supports employee development
- Lead faculty development programs and help faculty develop inclusive pedagogies. Collaborate with academic department chairs and faculty members to foster research and expanded curricula on equity, diversity, inclusion, and related issues

QUALIFICATIONS:
- Doctorate degree or terminal degree equivalent required
- Minimum of 10 years of progressively responsible experience in a diversity and inclusion leadership role in an educational institution
- History and record of successful leadership in diversity and inclusion management with demonstrable success in linking best practices to key institutional goals and objectives, with a strong commitment to its mission, vision and values
- Demonstrated strategic vision and insight with the ability to conceptualize organizational issues and develop strategic plans at all levels
- Exhibited openness to exploring different ideas, creating solutions where all parties can see success and engaging colleagues across organizational lines
• Ability to lead and manage major institutional change initiatives and a demonstrated ability to understand and respond to the culture of a liberal arts college campus
• Transparent disposition and habit of collaboration; strong interpersonal skills and diplomacy; superb listening and influencing skills; flexibility and an ability to embrace ambiguity; ability to cultivate and sustain trust and credibility with students, staff, faculty
• Energetic leadership with high ethical standards and a commitment to excellence, honesty, and integrity
• Demonstrated ability to effect change, empower people, influence others and successfully manage challenge and conflict
• Excellent oral and written communication skills

COMPENSATION: Commensurate with experience

CONTACT: Qualified candidates interested in this opportunity should submit a resume and cover letter with Chief Diversity Officer in the subject line to GrinnellCollege@carringtonandcarrington.com and cc Willie Carrington at wcarrington@carringtonandcarrington.com
Grinnell College
Organizational Chart

President

Dean of the College,
Vice President for Academic Affairs

Chief Diversity Officer/Associate Vice President of Diversity & Inclusion and Senior Advisor to the President

Deputy CDO for Training and Resource Development

Administrative Assistant
Students at Grinnell come from every state and more than 60 countries. As is true for our faculty and staff, students bring varied geographic, ethnic, racial, religious, and socioeconomic experiences to Grinnell. However, Grinnellians commonalities lies within their passion, intense intellectual curiosity, and a lively interest in the world and each other.

Currently, Grinnell identifies a diverse community of people and perspectives as one of its three core values. In addition to its core mission, Grinnell has identified diversity in the liberal arts as a crosscutting theme across its strategic plan.

According to President Kington:

“Many strategic planning processes have failed at the implementation stage. In my observation, this often happened because the initial conversations were allowed to trail off or because no one felt that she/he was responsible for the implementation. In a truly effective planning process, there are multiple steps: we need to determine where we want to go; figure out how to get there; do the work; and measure our progress. To avoid the traditional pitfalls Grinnell needs to employ a process of distributed leadership and shared governance.”

What is Diversity at Grinnell?

“Diversity is that which makes us different from each other, including who we are, where we’re from, what we believe, who we love, and our current circumstances, abilities, and lived experiences. In recognizing our differences, we must also acknowledge the history and persistence of structural, systemic, institutional, and individual oppression and discrimination in higher education. Grinnell is committed to establishing and maintaining a safe and nondiscriminatory educational environment for all College community members. We are committed to a policy of nondiscrimination in matters of admission, employment, and housing, and in access to and participation in its education programs, services, and activities...” – Excerpt from the Diversity Plan 2019-20

What is Inclusion at Grinnell?

“Being inclusive is more than just a commitment not to discriminate. Being inclusive requires an active, intentional, coordinated effort to promote the full participation and contributions of all college constituents. This requires focused work, but most importantly, the structure, authority, commitment, financial, and human resources to support concerted action over time. It also moves beyond a concern with numbers to a focus on how we can create a supportive and inclusive Grinnell.

In a truly reflective community, diversity and inclusion work is ongoing and never-ending. It rejects assimilation and deficit-based thinking that assumes that those who are underrepresented need special
help to adjust to Grinnell. Instead, our institutional commitment to social justice requires a willingness to continue reimagining systems and practices that nimbly respond to the growing needs of our diverse campus community.

In this plan, “doing” the work of diversity and inclusion is prioritized over empty platitudes and documents that are filed away to collect dust. Because of the everchanging nature of the world in which we live, our diversity plan must be an iterative plan of action that is agile, regularly reviewed, and evolves with the changing needs of the campus...” – Excerpt from the Diversity Plan 2019-20

Committee on Diversity & Inclusion

The mission of the Committee on Diversity & Inclusion (CDI) is to provide strategic recommendations to the president on how to develop and sustain an inclusive and diverse campus community and to evaluate the effectiveness of the College's practices.

It is also charged with:

- Consulting and serving as a resource for campus in developing, implementing, and assessing their diversity initiatives.
- Assessing campus climate every 3–4 years in consultation with the institutional research office.
- Recommending policies, practices, and programs designed to improve campus climate for all faculty, staff, students, alumni, and guests.
- Annually reviewing, revising, and facilitating the implementation of the Grinnell College Diversity Plan.

The CDI is composed of students, faculty, and staff who represent a variety of offices and constituencies on campus. The CDI is co-convened by the 1) Chief Diversity Officer and VP of Diversity & Inclusion and 2) Director of Intercultural Affairs, who work to move the work of the group forward. The CDI reviews, revises and implements the Grinnell College Diversity Plan.

The Grinnell College Diversity and Inclusion Plan (2019-2020) has over 70 recommendations included. The recommendations are structured to align with the six strategies outlined in Grinnell College’s Strategic Action Plan 2019-20: Enrollment, Teaching and Learning, The Grinnell Learning Place, Post-Graduate Success, and Alumni. The complete plan can be accessed HERE.
INTRODUCTION TO GRINNELL COLLEGE

Grinnell College is partnering with a retained search firm, Carrington & Carrington, Ltd. Diversity Executive Search, to find its next Chief Diversity Officer and Vice President of Diversity & Inclusion.

Grinnell College is a private, liberal arts college in Grinnell, Iowa. It was founded in 1846 with a mission to educate its students "for the different professions and for the honorable discharge of the duties of life." Grinnell College pursues that mission by providing an education in the liberal arts through free inquiry and the open exchange of ideas. As a teaching and learning community, Grinnell holds that knowledge is a good to be pursued both for its own sake and for the intellectual, moral, and physical well-being of individuals and of society at large.

The College exists to provide a lively academic community of students and teachers of high scholarly qualifications from diverse social and cultural circumstances. The College aims to graduate individuals who can think clearly, can speak and write persuasively and eloquently, who can evaluate critically both their own and others' ideas, acquire new knowledge, and who are prepared in life and work to use their knowledge and their abilities to serve the common good.

In summary, Grinnell College endeavors to balance multiple responsibilities, while prioritizing student learning and serving the common good. These responsibilities include providing a lively, rigorous educational experience that supports diversity as a core value, upholding the parallel and complementary ideals of freedom of speech, freedom of expression, and academic freedom, and protecting our community members from harassment and discrimination.

The next Chief Diversity Officer and Vice President of Diversity & Inclusion must be an individual who embraces and drives Grinnell’s mission and core values of rigorous academics, innovative pedagogy, and commitment to social justice. Furthermore, the next CDO and VP of D&I must be transparent, show the highest integrity, and be progressive, while shaping and upholding Grinnell’s Diversity & Inclusion values.

U.S. News & World Report in 2020 ranked Grinnell tied for 14th best overall and 3rd best undergraduate teaching among liberal arts colleges in the U.S.

For more information, go to Grinnell.edu.
GRINNELL COLLEGE AT-A-GLANCE

https://www.grinnell.edu

“We call ourselves Grinnellians. We’re committed to contributing to the common good, and we’re consistently ranked among the nation’s best liberal arts colleges.”

Grinnell College is a 120-acre, private, liberal arts college in rural, Iowa. Students choose from courses in social studies, science, and the humanities. The college has an open curriculum, allowing students to design their own academic programs. It also offers general literary studies and has campuses in London and Washington, DC. Grinnell's endowment is about $1.4 billion. The college, which was founded in 1846, is named after abolitionist minister Josiah Bushnell Grinnell.

The Academic Experience

- 9:1 student-faculty ratio
- 500+ course offerings every year
- Most classes have fewer than 20 students
- Degrees in 27 major fields with 16 concentrations
- 3,000 internship opportunities in the United States and abroad
- 40% of students complete a Mentored Advanced Project (MAP)

Grinnell has the sixth highest endowment-to-student ratio of liberal arts colleges, enabling need blind admissions and substantial academic merit scholarships to boost socioeconomic diversity. Students receive funding for unpaid or underpaid summer internships and professional development (including international conferences and professional attire). Grinnell participates in a 3–2 engineering dual degree program with Columbia University, Washington University in St. Louis, and California Institute of Technology, a 2–1–1–1 engineering program with Dartmouth College and a Master of Public Health cooperative degree program with University of Iowa. Figure 1 shows the graduation rate at Grinnell.²

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Figure 1. Academics.
The Community

- 9,000 people live in Grinnell, IA
- 1,700 students attend the College
- 501-1000 employees
- 500+ free events, lectures, performances, and symposia each year
- 150+ student groups
- 0 fraternities and sororities
- 20 NCAA Division III varsity sports
- $2 billion endowment supporting academic programs and student life

Nearly half of enrolled Grinnellians self-identify as international students or students of color (Figure 2).

Among Grinnell alumni are 14 Rhodes Scholars, 119 Fulbright Scholars (Since 2005), 79 Watson Fellows, 13 Goldwater Scholars, and one Nobel laureate. Its alumni include actor Gary Cooper, chemist Thomas Cech, Intel co-founder Robert Noyce, jazz musician Herbie Hancock, government administrator Harry Hopkins, and comedian Kumail Nanjiani.

Figure 2. Enrollment by Race/Ethnicity.¹
The Campus

Grinnell sits at the heart of a constellation of Midwestern cities. The College's location in central Iowa makes it an easy drive from any major metropolis in the Midwest:

- Des Moines (1 hour)
- Iowa City (1 hour)
- Omaha (3 hours)
- Kansas City (4 hours)
- Madison (4 hours)
- Chicago (5 hours)
- Minneapolis-St. Paul (5 hours)
- St. Louis (5 hours)

The 120-acre campus (Figure 3) contains 63 buildings and includes several listings on the National Register of Historic Places. Grinnell College also manages significant real estate adjacent to the campus and in the historic downtown, a free-access golf course, and the 365-acre Conard Environmental Research Area.

Traditions

- Dressing up in our finest fashions for the winter or spring waltz.
- 2 a.m. bakery runs or ice cream and corn nuggets at Dari Barn. Not to mention Pagliai’s pizza.
- A little lighthearted competition at the Grinnell Relays.
- Adding to the graffiti collection covering the library bathrooms.
- Dial-a-Johns.
- Mattress sledding in ARH.
- Our Young, Gifted, and Black Gospel Choir where any student can join.

Click here for Interactive Map of Grinnell College Campus
LIVING IN GRINNELL, IOWA

Named as one of the Top Ten Coolest Small Towns in America, Grinnell has earned its motto of being called “The Jewel of the Prairie.” The motto refers to the Louis Sullivan Jewel Box Bank (Figure 4) in downtown, a National Historic Landmark that now serves as the visitor’s center.

Living in Grinnell offers a community-friendly environment of a small town where everyone enjoys an exceptional quality of life with short commutes, affordable housing, and opportunities that make living in Grinnell meaningful.

Furthermore, there are a host of activities and events that draw visitors from across the state.

The City of Grinnell

- Population: 9,218
- Founded in 1854
- Average commute of residents is 14.4 minutes
- 5.6 square miles of land area
- Median home value is approximately $140K
- 1.3 million people live within 70 miles of Grinnell

Major Employers

- Grinnell College
- Grinnell Mutual Reinsurance Company
- Grinnell Regional Medical Center
- JELD-WEN
- Brownell’s

Activities That Stand Out

Hotel Grinnell. It’s old school. No, really...it is an old school. The chic and modern luxury hotel used to be an old junior high school. Classrooms have been transformed into guest rooms and the gym into a ballroom. There are still remnants of classroom paraphilia – chalkboards and periodic charts. A great place to stop in for the day to explore or you could book a stay in the Principal’s office.

Merchants’ National Bank. The bank is named a National Historic Landmark by the U.S. Department of the Interior. It’s “Jewel Box” architecture was designed by legendary architect, Louis Sullivan. This building now houses the Grinnell Area Chamber of Commerce and Grinnell Visitor Center.
**Grinnell Games.** It is a series of weekends of family sports activities designed for all ages and athletic abilities. Community-organized events include Imagine Grinnell's Half Marathon and 5K Run, the Twilight Bike Criterium, The Amazing Chase, Twilight Trail Run, and the Warrior Run. Grinnell Games draws visitors from across the state with its family-friendly activities, sidewalk sales, live music, and a beer garden on Saturday nights. Website: [https://www.grinnellgames.com/](https://www.grinnellgames.com/).

**Peace Tree Brewing Co.** No place is complete unless you know where to kick back and get premium brew where its famous Blonde Fatale took the Gold Medal for Belgian-Style Ales at the 2014 World Beer Cup.⁴ There are 22 draft lines available. If you’re not a beer drinker, they also have their own hand-crafted Root Beer, guest cider, nitro iced coffee, and kombucha. While the taproom doesn’t serve food, it does welcome its patrons to bring in their own or call in for delivery, allowing for a welcoming atmosphere to connect and make friends.

**The Faulconer Gallery.** Located at Grinnell College, the Gallery showcases exhibitions of regional, national, and internationally esteemed artists in a 7,400 square feet state-of-the-art space. Exhibitions can be seen throughout year and in May, the annual Student Art Salon features student work.

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