

POSITION DESCRIPTION

INCUMBENT: CSN:
CLASSIFICATION: Clinical Educator
WORKING TITLE: Equity and Inclusion Strategist **DATE:** November 2020
DEPARTMENT: Office of Equity, Diversity and Inclusion

Purpose:

Under the supervision of the Associate Dean of Equity, Diversity, and Inclusion, the appointee will perform the duties and fulfill the responsibilities of a Clinical Instructor. The appointee will participate in teaching, research, and service in areas of competence. Under the supervision of the Associate Dean of Equity, Diversity, and Inclusion, the appointee will assist in developing strategic initiatives and plans for the office, identifying research, teaching, curricular development, and developing collaborative spaces for equity innovation.

The appointee will build an infrastructure that supports and fosters root cause analysis of equity issues and promotes active problem solving to foster broader, more inclusive access to education and health. The appointee will have a particular interest in anti-racism care in order to address institutionalized structural racism academics and diffusion of cultural innovation. Part of this role requires background knowledge in academics, identity development, cultural awareness, and action research.

Function:

This position reports to the Associate Dean for Equity, Diversity, and Inclusion for all administrative, teaching, curriculum development and research responsibilities related to equity, diversity, and inclusion. This position's supervisor reports directly to the Dean and Provost of the School of Medicine.

Duties and Responsibilities:

Demonstrates, by actions, commitment to the mission and the behavioral standards of SIU School of Medicine. Provides excellent service to both internal and external customers through collaboration and partnership; compassion and respect; integrity and accountability; diversity and inclusion; as well as continuous learning and improvement.

I. Teaching **45%**

Develop curricular experiences for undergraduate medical students, resident physicians, and attending physicians around anti-racism and anti-racism strategies.

Develop curricular experiences for undergraduate medical students, resident physicians, and attending physicians around access, equity, diversity, inclusion, and identity.

Serve as an education liaison for the Office of Equity, Diversity, and Inclusion.

Conduct workshops and seminars through the EDI Office.

II. Service **15%**

1. Serve as an Equity and Inclusion Strategist for students, residents and medical faculty.
2. Provide ongoing support for the School of Medicine addressing issues surrounding racism and strategies to maintain the mission of being an Anti-Racist institution.

III. Administration **15%**

1. Advise and assist the Associate Dean in planning and executing the policy and advocacy component of the SIU SOM Office of Equity, Diversity, and Inclusion.
2. Advise and assist the Associate Dean with the development of grants to support infrastructure funding for the Office of Equity, Diversity, and Inclusion.
3. Develop personal and organizational relationships within the local community as well as other institutions of higher education to broaden the equity conversation and research around Anti-Racism.
4. Represent the Associate Dean, as assigned, in meetings, community events, and conferences.
5. Identify and engage resources within and beyond SIU SOM to fulfill the goals of the Office of Equity, Diversity, and Inclusion.
6. Other responsibilities as assigned.

IV. Research **25%**

1. Actively pursue research interests and collaborative research opportunities under the direction of the Associate Dean including program evaluation of the academic environment as well as for publication of scholarly articles in peer-reviewed journals.
2. Scholarly emphasis on resilience, identity, and advocacy connected to educational access, learning environments, and access to health and wellness services.
3. Undertake scholarly activity in major regional, national, and international conferences, around important topics of equity, diversity, inclusion.

4. As an independent investigator or in collaboration with other scholars, obtain external funding to support scholarly and research initiatives.
5. Evaluate and monitor the academic environment in relation to the core tenets of an inclusive learning and work environment.

V. Other Professional Activities

10%

1. Serve on University, School of Medicine and Department faculty committees.
2. Serve as a member of professional societies and organizations focused upon addressing current issues in Equity, Diversity, and Inclusion.

REQUIRED QUALIFICATIONS:

1. Sensitive to the needs of underrepresented minority populations.
2. Master degree from a nationally accredited university
3. Expertise in education, social entrepreneurship, and organizational change

DESIRABLE QUALIFICATIONS:

1. Expertise in grass-roots innovation
2. Background in adult learning and development, organizational change, program evaluation, and systems-based design.
3. Project management and leadership experience working across multiple disciplines
4. Experience working within resource lean contexts as well as equity, diversity, and inclusion.
5. Minimum of a Master's degree in Educational Studies

ENVIRONMENTAL, HEALTH AND SAFETY RESPONSIBILITIES:

Participates in meetings, training and other environmental, health and safety activities as required by SIU School of Medicine.

WORKING CONDITIONS/PHYSICAL DEMANDS:

See attached Physical and Environmental Requirements form

Incumbent

Date

Supervisor

Date

PHYSICAL AND ENVIRONMENTAL REQUIREMENTS

SIU SCHOOL OF MEDICINE

Incumbent: _____ Classification: _____
 Position No. (if applicable): _____ Department: **Dean and Provost-SMS**

WORK ENVIRONMENT: (Check all applicable environments)

<input checked="" type="checkbox"/> Office	<input type="checkbox"/> Hospital
<input type="checkbox"/> Clinic	<input type="checkbox"/> Warehouse
<input type="checkbox"/> Research Laboratory	<input type="checkbox"/> Outdoors
<input type="checkbox"/> Other (Be Specific): _____	

PHYSICAL DEMANDS:	Seldom <small>(Performed rarely less than 2% of the time)</small>	Occasionally <small>(Performed less than 25% of the time)</small>	Frequently <small>(Performed 26% to 50% of the time)</small>	Constantly <small>(Performed 51% or most of the time)</small>	N/A
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(Click on the Physical Demands Definitions button at the bottom of the form for a list of physical demands definitions)

Reading	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Writing	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Speaking	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Close visual acuity	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Travel	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hearing - Conversation	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hearing - Other Sounds	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Stooping	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Squatting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Gross hand manipulation	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fine hand manipulation	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Working in dust, fumes, gases, or irritants	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Working at heights	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Working in extreme cold, heat and/or humidity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Working in close quarters	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Climbing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Operating motor vehicles	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sitting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Standing	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Walking	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Working above shoulder level	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Twisting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Kneeling	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Pushing or pulling	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Carrying	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Lifting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Other (Please list): _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

I affirm the environmental and physical demands listed on this form are an accurate reflection of the requirements of this position to the best of my knowledge and belief.

I have read, understand and am capable of meeting the physical and environmental demands of this position.

Supervisor Signature _____ Date _____ Supervisor Name _____ Employee Signature _____ Date _____