



KAPPA ALPHA THETA

Diversity, Equity, & Inclusion (DEI) Committee Chairman

ROLE OF DEI COMMITTEE CHAIRMAN

The diversity, equity, & inclusion (DEI) committee chairman is responsible for providing guidance and support to the staff and committee as they proactively address DEI concerns within the organization and ensure there is an open and positive environment for members to flourish. The DEI committee chairman reports to and is supported by the director of education and leadership.

DEI COMMITTEE CHAIRMAN RESPONSIBILITIES

- Evaluate and assess policies, processes, and procedures to improve diversity, equity, and inclusion.
- Be informed about and connected to research and best practice in the area of DEI.
- In conjunction with the Director of DEI, provide strategic direction for diversity, equity, and inclusion initiatives.
- In conjunction with staff and the Director of DEI, regularly assess the organization (qualitative and quantitative) to better understand the member experience and the impacts of practices, policies, and procedures.
- In conjunction with staff, coordinate a process for an annual DEI report for the organization.
- In conjunction with staff, recruit, onboard, and supervise a committee of volunteers.
- Attend regular meetings for workforce volunteers.
- Coordinate and advise DEI representatives for all other workforce committees.
- Coordinate and guide the efforts and initiatives to improve diversity, equity, & inclusion.
- Vote at Grand Convention.

TIME COMMITMENT

On average, two hours per week or ten hours per month.

DESIRED QUALIFICATIONS

An ideal volunteer has experience working with DEI initiatives, an ability to work collaboratively with other volunteers and staff, and experience developing and achieving strategic goals.