SEARCH PROSPECTUS:

CHIEF DIVERSITY OFFICER

UNIVERSITY of NORTH CAROLINA Wilmington
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The University of North Carolina Wilmington (UNCW) invites inquiries, applications, and nominations for the position of Chief Diversity Officer (CDO). UNCW seeks a strategic leader, collaborative campus partner, and proven administrator with an innovative and resilient spirit, as well as a track record of advancing diversity, equity, and inclusion efforts to serve as its Chief Diversity Officer (CDO). Reporting directly to the Chancellor, serving on the University’s leadership team, and overseeing the Office of Diversity and Inclusion, the CDO will be a highly influential leader with the ability to empower others to collectively deepen UNCW’s ongoing efforts to create a more diverse, equitable, and inclusive community for all faculty, staff, and students. The CDO will lead a university-wide effort to evaluate existing programs, policies, and practices currently in effect, making recommendations leading to a more efficient and cohesive operation.

The Chancellor believes strongly that the mission of the University is achieved primarily through education and building a campus culture in alignment with that mission. Under the general direction of the Chancellor, the Chief Diversity Officer will be responsible for fostering and empowering an inclusive campus climate. The appointee is expected to assume the position by October 1, 2021.
ABOUT THE UNIVERSITY OF NORTH CAROLINA WILMINGTON

The University of North Carolina Wilmington is part of the University of North Carolina System and is one of the state’s 16 public universities, consistently recognized at a national level for academic excellence and affordability. With an enrollment of nearly 18,000 students, the University is focused on supporting and enhancing the student-centered learning experience that has been a hallmark since its founding. As a doctoral university with high research activity, UNCW offers an array of programs at the baccalaureate and master’s levels, and doctoral programs in marine biology, educational leadership, psychology and nursing practice. The academic programs are housed in the Cameron School of Business, the College of Arts and Sciences, the College of Health and Human Services, the Watson College of Education, and the Graduate School. Guided by a Strategic Plan, the University is committed to nurturing a campus culture that reflects its values of diversity and globalization; ethics and integrity; and excellence and innovation.

Founded in 1947, Wilmington College opened as a junior college, primarily providing education to World War II veterans. The institution became a four-year liberal arts college in 1963, following legislation from the North Carolina General Assembly. In 1969, the College became a university and was renamed as the University of North Carolina Wilmington. Today, the University has three campuses: the main campus located in Wilmington, an extension campus in Jacksonville, NC, and the Center for Marine Science near Myrtle Grove.

MISSION
The University of North Carolina Wilmington, the state’s coastal university, is dedicated to the integration of teaching and mentoring with research and service. Our commitment to student engagement, creative inquiry, critical thinking, thoughtful expression, and responsible citizenship is expressed in our baccalaureate and masters’ programs, as well as doctoral programs in areas of expertise that serve state needs. Our culture reflects our values of diversity and globalization, ethics and integrity, and excellence and innovation.

VISION
UNCW will be recognized for excellence in everything it does, for its global mindset and for its community engagement.

ACCREDITATION
The University of North Carolina Wilmington is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award bachelor’s, master’s, and doctoral degrees.
ABOUT THE UNIVERSITY OF NORTH CAROLINA WILMINGTON (CONT.)

LEADERSHIP
Bringing more than 35 years of professional leadership experience, Dr. Jose V. Sartarelli is the sixth chancellor and ninth leader of the University of North Carolina Wilmington. He is committed to attracting the best students, faculty, and staff to UNCW by supporting the University’s success in teaching, research, and service. Chancellor Sartarelli received a Bachelor of Business Administration in marketing from the São Paulo School of Business Administration (Fundação Getulio Vargas) in São Paulo, Brazil. He attended Michigan State University as a Fulbright Scholar, earning a M.B.A. in marketing and a doctorate in business administration. He previously served as the Milan Puskar Dean of the College of Business and Economics and chief global officer at West Virginia University. Before transitioning into higher education, Chancellor Sartarelli spent three decades in international marketing and management with Johnson & Johnson, Bristol-Myers Squibb Co., and Eli Lilly and Co.

EXCELLENCE IN ACTION
UNCW is focused on diversity, equity, and inclusion; globalization; ethics and integrity; and excellence and innovation. Guided by its Strategic Plan, the University has set records for annual enrollment, graduation, and philanthropic giving; increased community, military, and international partnerships; enhanced online educational offerings; and added several new academic programs. The University also secured the largest philanthropic gift in its history and supported the launch of the first satellite sent into space by a UNC System institution. The University community has demonstrated remarkable resilience in recent years, thriving through significant challenges, including the global COVID-19 pandemic and Hurricanes Florence and Dorian. The University recently completed $400 million in planned and storm-related campus improvements. This includes renovation of Dobo Hall and construction of Veterans Hall, new student housing, and other academic and administrative support facilities.
The University is proud of its diverse community and is committed to cultivating and strengthening an inclusive, tolerant, multi-cultural, and intellectually open community with equal opportunity for all. By encouraging and celebrating differences, UNCW creates an environment that promotes freedom of thought and academic excellence. To that end, the Office of Diversity & Inclusion provides guidance and resources to students, faculty, and staff about creating, fostering, and maintaining community—community that acknowledges and embraces diverse backgrounds and experiences and affirms the dignity of every individual.

The Office's primary focus is underrepresented communities, those based on ability, age, citizenship, ethnicity, gender identity, national origin, race, sex, sexual orientation, and socio-economic status. The Office supports students' efforts to:

- connect and feel at home at UNCW,
- find and access resources, both on and off campus,
- access academic and social support, and
- learn about diversity, equity and inclusion, especially as it relates to underrepresented groups.

The Office includes 11 staff members, as outlined in this organizational chart. In addition to the overarching office, the Office of Institutional Diversity and Inclusion has three other units: Upperman African American Cultural Center, Centro Hispano, and Mohin-Scholz LGBTQIA Resource Office. Each unit has a unique role to achieve the diversity goals at UNCW. Together these units support the CLEAR framework and the total effort for diversity and inclusion at UNCW. They also provide opportunities for students to interact with caring and knowledgeable staff to assist them and/or refer them to appropriate resources.

The units collaborate to provide relevant educational and cultural programs that enrich curricular and co-curricular learning experiences. These may include lectures; film presentations; appearances by national and international performers in art, film, and music; presentations by speakers on various topics; exhibits; and much more. The Office also collaborates with many campus units, including all academic colleges and schools, University Studies, Office of Admissions, Office of International Programs, Division of Student Affairs, University Advancement, and Human Resources.

The University’s Seahawk Respect Compact outlines the values that the campus community follows. UNCW also offers signature initiatives that recognize the richness of diversity, focus on processes for continual improvement, and expand inclusiveness within the campus and surrounding communities. They include the Renewal and Change Accountability Committee, Black Faculty and Staff Association, Gender Studies and Resource Center, LGBTQIA Advisory Board, the Watson School of Education Diversity Resources, and more.

DIVERSITY AND INCLUSION STATEMENT
In pursuit of excellence, the University of North Carolina Wilmington actively fosters, encourages, and promotes inclusiveness, mutual respect, acceptance and open-mindedness among students, faculty, staff and the broader community. Diversity is an educational benefit that enhances the academic experience and fosters a free exchange of ideas from multiple perspectives. Diversity includes, but is not limited to, race, sex, age, color, national origin (including ethnicity), creed, religion, disability, sexual orientation, political affiliation, veteran status, gender, educational disadvantage, socio-economic circumstances, language, and history of overcoming adversity.

VISION
To become a national model for diversity and inclusion services based in research and best practices for an institution with our designation as a doctoral university with high research activity.

MISSION
To provide diversity and inclusion initiatives and strategies that contribute to UNCW’s mission and strategic direction to facilitate a powerful learning experience for all students. The office also has an institutional role in providing guidance related to diversity and inclusion initiatives campus wide. The initiatives and strategies are based on research and best practices, and clustered in the five key areas of the CLEAR framework (Climate, Leadership, Excellence, Access, and Representation).
The enrollment for Fall 2020 totaled 17,915 students, including 14,650 undergraduates and 3,265 graduates. The Fall 2020 Freshman class was comprised of 2,025 students, including 63% female, 37% male, and 16% ethnic diversity. Students hailed from 11 countries, 14% from out of state and 86% from North Carolina. The retention rate (Fall 2019 full-time cohort) was 86.2%. The average class size is 27 students with a 17:1 student-faculty ratio.

Beginning with the incoming class of students, UNCW will require all fall freshmen to reside on campus their first two academic years. Students may opt to participate in Living and Learning Communities, which are a structured learning experience where 20-25 first-year students share common classes and activities related to an academic or personal interest. Residential and non-residential options are available.

The Campus Activities & Involvement Center is the student gateway to entertainment, involvement, and leadership on campus. As part of the Division of Student Affairs, it creates experiences for life by providing opportunities for students to participate actively, grow personally, and explore new ideas and interests through a variety of entertainment and involvement experiences. UNCW students are free to organize new clubs and join more than 250+ student organizations that each promote a sense of belonging, including academic, honorary and professional; fraternity and sorority life; engagement council; graduate student organizations; media; and diversity and inclusion.

UNCW offers 19 NCAA Division 1 athletic teams and 60 intramural or club sports, including lacrosse, Quidditch, Ultimate Frisbee, and water polo. Adventure programs include camping, kayaking, and surfing.

The faculty number 1,165 (725 full-time and 440 part-time, including 110 teaching administrators) and the staff total 1,322. Sixty-seven percent of faculty hold terminal degrees.

The UNCW alumni network’s expansive reach includes almost 90,000 members worldwide. The Alumni Association and the Division for University Advancement engage all key constituencies in the advancement of UNCW’s mission, with a specific emphasis on alumni. The Association’s Board of Directors and the African American Graduate Association are especially active in DEI initiatives in partnership with the University. The University’s endowment is just over $109M.
ABOUT WILMINGTON

Wilmington (population approx.: 121,000) is a port city in southern North Carolina, known as a gateway to the Cape Fear Coast beaches of Wrightsville, Kure, and Carolina. The city’s river district pays tribute to the past and the future by seamlessly blending its charming historic district, one of the largest in the South, with the more modern architecture of the north end, including new hotels, restaurants, a performing arts center, waterfront park, amphitheater, and a marina. The region has also hosted more than 400 TV and film productions. It runs along the Cape Fear River, where the Battleship North Carolina is moored, displaying artifacts of its WWII naval combat history.

Across four counties — one of the fastest-growing regions in the southeastern US — the Wilmington area has a strong and expanding infrastructure; a diverse workforce; excellent education and training; and top-notch healthcare. A commitment to community service and smart, sustained growth is also evident. Regional businesses include New Hanover Regional Medical Center (part of the Novant Health family), Corning, GE Aviation, and PPD (Pharmaceutical Development) --- just to name a few. A great place to put down roots, the Cape Fear Region has long been recognized for its mild and sunny climate, white-sand beaches, southern hospitality, and easy access to world-renowned golf courses. Rivaling Charleston and Savannah in its charm and history, and voted America’s Best Riverfront, Wilmington serves as the portal to all this area has to offer.
THE ROLE OF CHIEF DIVERSITY OFFICER

The new CDO will address the following Opportunities and Challenges:

**SERVE AS A THOUGHT LEADER, TRUSTED ADVISOR, AND EFFECTIVE COMMUNICATOR**

Recognizing the unique history of the University and the City of Wilmington, as it relates to race, equity, and social justice, the CDO will serve as a thought leader, trusted advisor, and effective communicator in helping to create an inclusive environment across the University. Being mindful that the responsibility of one person or a single office alone is not enough to mobilize an entire community around the ever challenging and complex landscape of diversity, equity, and inclusion, the CDO will work in a collaborative manner. The CDO will bring subject matter expertise and a record of proven leadership involving cultural change in an organization around diversity, equity, and inclusion. This will require creative and adroit communication skills, the ability to work across a diverse range of constituents with varying levels of fluency around DEI work, the ability to influence individuals at all levels of the organization, and a bias towards action and accountability.

**DEVELOP AND EXECUTE A COHESIVE VISION AND IMPLEMENT A DEI PLAN ACROSS THE INSTITUTION**

The CDO will also serve as a resource to staff and organizational leaders, including Vice Chancellors, Cultural Center Coordinators, faculty, staff, and other stakeholders responsible for specific members of the campus community, and provide and infuse frameworks, best practices, networks, and common language and definitions to ensure collective and cohesive understanding of the work across campus and beyond. The CDO will coordinate initiatives to develop the skills to bridge differences and to debate and disagree respectfully, as well as develop and execute a cohesive vision and implement a DEI plan. The CDO will coordinate, lead, and embed a cohesive DEI strategy across the University and galvanize the ongoing commitments and talents of faculty, students, and staff engaged in existing efforts and initiatives. The CDO will need to assess and better coordinate existing efforts and initiatives and infuse a greater sense of accountability and sustainability in future efforts to address campus climate and develop a sense of belonging, particularly for students, faculty, and staff from minoritized groups.

**CO-CREATE, IMPLEMENT, AND ASSESS DEI PROGRAMMING AND INITIATIVES**

With a range of DEI-related initiatives already underway across the campus, the CDO will create and oversee the necessary infrastructure and systems to coordinate across units to ensure a consistent and clear DEI strategy that can be implemented and assessed campus wide. As such, the new leader will have the opportunity to re-imagine the office’s structure and build a staff that supports the work. They will energize and empower the DEI office as a proactive leader on campus with the ability to engage with all campus constituents to implement and assess an all-encompassing DEI strategy. This will include gathering the resources and aligning the staffing structure necessary to implement the new DEI strategy and ensure best practices for compliance. Additionally, the CDO will also be a skilled educator, facilitator, and trainer and will develop and deliver equity and inclusion training programs for faculty, staff, and students.
THE ROLE OF CHIEF DIVERSITY OFFICER (CONT.)

BUILD PARTNERSHIPS AND COALITIONS ACROSS CAMPUS AND BEYOND
The University and its constituents are poised to collaborate and engage in meaningful DEI work. As such, the CDO will have the opportunity to bring together key faculty, staff, and students in coordinating bodies under the auspice of the DEI office in order to leverage resources, learn from one another, and provide consistency. The CDO will help identify and implement best practices and policies and coordinate institutional efforts to recruit, retain, and develop diverse faculty, staff, and students. The CDO will work in partnership with the senior leadership team and academic and administrative units to develop campus-wide mechanisms to track diversity, equity, and inclusion plans and progress while institutionalizing appropriate metrics for assessing goals. The CDO will need to work collaboratively to ensure the consistent execution of regular climate surveys to benchmark and monitor progress toward the stated goals. The CDO will also work closely with senior leadership, faculty governance structures, the Provost and Vice Chancellor, and other key campus leaders to contribute to efforts to diversify the faculty both through recruitment and, importantly, retention efforts; champion efforts to make the promotion and tenure process more equitable and transparent; and strengthen the focus on inclusive excellence both in the classroom and beyond. Building partnerships and coalitions across campus and beyond by creating cultural change requires the activation of partnerships and coalitions in order for the change to become embedded in an institution with strong traditions and history. Therefore, the work of the CDO will be accomplished through influence, empowerment of others, and the strength of relationships, as well as the formal authorities of the role. The CDO must be a relationship builder who generates support for the work of the Office by developing strong partnerships with, among others, the Board of Trustees, alumni, faculty governance structures, and human resources.

HIGHLIGHT OF KEY ESSENTIAL DUTIES AND RESPONSIBILITIES

- Develop, align, and integrate a comprehensive spectrum of new and existing initiatives, policies, and procedures into a cohesive platform to foster an empowering and inclusive campus climate and culture and achieve the University’s goals of diversity, equity, and inclusivity.
- Identify and propose solutions to obstacles (systemic or singular) that prevent individual growth and well-being.
- Work closely with Human Resources, Faculty Senate, Staff Senate, Student Affairs, Academic Affairs, University Advancement, Office of General Counsel, Business Affairs and other University stakeholders in creating policies and processes that recruit, support, and develop professionals who embrace inclusive excellence and a culture of continuous growth and student-centeredness.
- Provide leadership, direction, vision, and opportunities for professional development for direct reports.
- Ensure compliance with University policies and procedures as well as legal compliance.
- Participate in all University administrative processes including, but not limited to, budget management, strategic planning, assessment, and supervisory responsibilities.

- Lead the development and implementation of proactive diversity, equity, and inclusion initiatives in support of the University’s strategic plan to create a learning and working environment where all have an opportunity to succeed. In this capacity, the CDO serves as a member of the Chancellor’s Cabinet.
THE ROLE OF CHIEF DIVERSITY OFFICER (CONT.)

- Work with the Office of Institutional Research and Assessment to initiate, facilitate, and oversee periodic assessments, using the resulting data to inform plans and decisions, highlight strengths and challenges, and overall goals to effect continuous improvement.
- Identify external trends and benchmarks that inform strategic goals and actions. Recommend revisions and improvements to the University toward achievement of strategic goals and assist with the assessment of performance.
- Serve as a member of the senior team and, as such, work effectively with the Chancellor, trustees, senior administration colleagues, faculty, staff, students, alumni, and others on matters of general welfare to the University.
- Participate in University events and functions including, but not limited to, admissions, cultural, and student events; represent the University through public appearances, speeches, and meetings with regional community leaders; and be a present, engaged member of the University community.
- Identify opportunities to collaborate with community entities; coordinate and integrate collaborations as appropriate.
- Work with local governments and community partners to identify specific community needs and provide programming to meet those needs.

QUALIFICATIONS

UNCW seeks a candidate who integrates diversity, equity, and inclusion in all that they do. The ideal candidate embodies the following educational background, knowledge, abilities, and characteristics.

REQUIRED

- An earned doctorate or terminal degree in the Social Sciences, Humanities, Education, or in any discipline tenurable/offered at UNCW.
- A track record of accomplishment in building healthy and inclusive organizational communities and of being an innovative, progressive leader who can engage in strategic level thinking and action to effect positive change and continuous improvement.
- A demonstrated record of effective leadership and collegial relationships with co-workers, direct reports, and internal and external constituents.

PREFERRED

- Utmost professional integrity, including ability to maintain confidentiality and strict adherence to ethical principles.
- Highly transparent and team-oriented leadership style.
- Superior interpersonal skills, including ability to build consensus and shared commitments to effect change; establish strong, collegial relationships and support everyone’s efforts to succeed.
- Excellent writing and oral communication skills, including the ability to inspire and persuade to lead culture change.
- Sense of humor.
- Strong desire to be highly engaged with both the University and local community.
- Strong work ethic and willingness to take on other duties to assist the institution.
- Problem-solving and critical thinking skills.
- Organizational, management, and administrative skills.
- Ability to manage multiple projects by setting appropriate deadlines and priorities; effective delegation of work; ability to maintain a stress-minimizing and supportive environment while achieving desired results in a timely fashion.
- Strong knowledge of relevant research and best practices regarding the University’s goal of community and inclusivity.
- Ability/capacity to embrace fully the primary principle of student centeredness that directs all aspects of the University.
• Demonstrated service orientation, care, and concern for others.
• Demonstrated successful administrative leadership.
• Commitment to shared governance.
• The ability to build relationships of trust and shared purpose with faculty, students, staff, and administrators on campus as well as key community partners in the surrounding area.
• A sophisticated understanding of the national and state conversation around equity, diversity, and inclusion in higher education and a keen sense of best practices and emerging issues.
• Demonstrated experience working effectively with students from diverse backgrounds, including students of color, first-generation students, LGBTQ+ students, or students with disabilities.
• Strong track record in initiating and managing change with an understanding of the contexts, cultures, and politics within institutions that impact the success of effective diversity change efforts.
• Proven analytical skills and ability to develop and implement data-informed strategies related to campus climate, diversity, and inclusion.

QUALIFICATIONS (CONT.)

• A genuine intellectual curiosity about and commitment to the University’s mission.
• A record of excellence in teaching, scholarship, and research that warrants appointment as a tenured associate or full professor.
• Interest in curricular development and innovation that connects to cultural experiences beyond the traditional Western canon.
• Experience with and expertise in budget management within a resource-constrained environment.
• Knowledge of Higher Education regulations, such as Higher Education Act of 1965, Title IX, FERPA, Clery Act, EEO, etc.
• Experience with funding opportunities to advance strategic priorities and working alongside University Advancement in securing external funding.
APPLICATION AND NOMINATION PROCESSES

Academic Search is partnering with the University of North Carolina Wilmington in the search for its next Chief Diversity Officer. To schedule a confidential phone call, please contact one of the Senior Consultants leading the search: Dr. Shirley Robinson Pippins (Shirley.Pippins@academicsearch.org) and Dr. Carlos Medina (Carlos.Medina@academicsearch.org).

To submit a nomination, please send the nominee’s full name, title, institution/employer, and email address to UNCW-CDO@academicsearch.org.

To apply, a candidate should submit (in three separate attachments):

1. a detailed letter of interest addressing the responsibilities and qualifications as outlined in this profile;
2. a full resume/CV with relevant administrative responsibilities and accomplishments; and
3. a list of five professional references, including names, phone numbers, email addresses, and a brief note about the candidate’s working relationship with each reference. References will not be contacted until later in the search process and only with the candidate’s knowledge. Please send materials to UNCW-CDO@academicsearch.org.

By University policy and search committee affirmation, all information from and about candidates will be kept in strict confidence. For full consideration by the Search Committee, applications should be submitted by Monday, June 21. Additional information about the institution may be found at https://uncw.edu/

UNC Wilmington actively fosters a diverse and inclusive working and learning environment and is an equal-opportunity employer. Qualified individuals from all racial, ethnic or other minority groups, protected veterans, and individuals with disabilities are strongly encouraged to apply for open positions.
ABOUT ACADEMIC SEARCH

Academic Search is assisting the University of North Carolina Wilmington in this work. For more than four decades, Academic Search has offered executive search services to higher education institutions, associations, and related organizations. Academic Search was founded by higher education leaders on the principle that we provide the most value to partner institutions by combining best practices with our deep knowledge and experience. Our mission today is to enhance institutional capacity by providing outstanding executive recruitment services, executive coaching, and transition support, in partnership with our parent organization, the American Academic Leadership Institute. For more information, visit www.academicsearch.org.