



Diversity, Equity & Inclusion Director

Position Summary:

Monitor and evaluate on a continuing basis State and Local activities concerning Diversity issues and work with Chapter Diversity, Equity, & Inclusion Directors to encourage involvement at the Chapter level.

Responsibilities:

- ❑ Serve as a voting member of the state council and is expected to attend and participate in all meetings of the council.
- ❑ Attend additional State Council Meetings, such as Strategic Planning or training sessions.
- ❑ Represent SHRM by conducting all activities in accordance with the National and State code of ethics and conduct, and by using sound business principles and judgment in conducting all SHRM-related business.
- ❑ Encourage the appointment of a DE&I Director at the Chapter level within the State.
- ❑ Develop and work with the Chapters' DE&I Directors to ensure they have information and materials to promote DE&I.
- ❑ Develop and distribute information to the State Council and Chapters within the State on DE&I.
- ❑ Be available for presentations when appropriate or help to identify programs or speakers for conferences or chapter programs.
- ❑ Coordinate efforts in developing DE&I initiatives that can serve as models for other Chapters.
- ❑ Work with Chapter DE&I Directors to identify diverse members in the State who might be interested in additional volunteer leadership opportunities.
- ❑ Responsible for recruitment of a diverse State Council Board.
- ❑ Reach out and engage with the Chapter counterpart on a quarterly (at minimum) basis. Attend Chapter and/or Board meetings throughout the term of service is encouraged.
- ❑ Perform other duties as assigned by the State Council President.

Requirements:

- Must be a SHRM member in good standing. HRCI and/or SHRM certification highly desirable.
- Serves a three-year term beginning the first day of January and ending the last day of December.