

Office of the Provost

Assistant Provost for Inclusion

Valparaiso University invites applications and nominations for the position of Assistant Provost for Inclusion. The incumbent reports directly to the Provost and is a member of the President's Council. The incumbent will partner with senior administrators, staff, and faculty to cultivate and strengthen an equitable and inclusive campus environment by assessing and supporting existing efforts to increase cultural competency and equitable practices, including hiring; researching, developing and implementing programs as needed; and advocating and advising for necessary policies and procedures. Several offices and individuals will report to the Assistant Provost for Inclusion. Because inclusion reaches into all areas throughout the campus, the following offices/programs will also report to the assistant provost for inclusion:

- Student Academic Success Center
- Disability Support Services
- Veterans Programs

Minimum qualifications for this position are:

- Experience in higher education, especially in the area of diversity and inclusion.
- Demonstrate a results-oriented, successful record of experience and leadership in promoting diversity and inclusion.
- Demonstrate high-level communication skills, including oral, written, and listening.
- Demonstrate a proven ability to initiate and lead large-scale programs and projects.
- Administrative and supervisory experience, preferably in a higher education setting and in supervising a varied portfolio of programs and departments.
- Possess an ability to gather and analyze data and to draw sound conclusions from the data.
- Possess an ability to manage competing priorities.
- Possess an existing network of professionals engaged in the field of diversity and inclusion in higher education.
- Earned doctorate or other appropriate terminal degree.

The Assistant Provost for Inclusion must work collaboratively with stakeholders in an institutional culture of shared governance. The incumbent must take a leading role in facilitating a shift in campus culture toward greater inclusion. The incumbent must be able to skillfully balance and address the often-competing demands of a wide range of constituents, from both inside and outside of the university community. The incumbent must be able to think and act effectively on a broad strategic level, and engage with a wide range of specific, tactical issues. Based upon the experience, interest, and expertise of the incumbent, additional responsibilities and direct reports may be assigned to this position.

Valparaiso University enrolls over 4,500 undergraduate, graduate, and law students and has been ranked one of the "Best Master's Universities in the Midwest" and "One of the Best Buys" by U.S. News and World Report. The university is home to the College of Arts and Sciences, the College of Engineering, the College of Nursing and Health Professions, Christ College, the honors college, the College of Business, the Graduate School and Continuing Education, and the Law School. VU is located in Valparaiso, Indiana, a community of 30,000 residents with quality public schools and light industry, and is situated about 15 miles from Lake Michigan and about an hour and fifteen minutes from downtown Chicago.

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Valparaiso University is an independent Lutheran university, and, as our mission statement describes, is a community of learning dedicated to excellence and grounded in the Lutheran tradition of scholarship, freedom, and faith, which prepares students to lead and serve in both church and society. The freedom to pursue truth wherever it leads is at the heart of Valpo's sense of community, uniting its academic and spiritual missions. The university aims to foster in its students a lifelong commitment to this search for truth, encouraging the development of a sense of personal vocation as well as the intellectual and professional skills needed to pursue that calling.

Please submit a letter of interest, curriculum vitae, and names and contact information for five references to Interfolio at <http://apply.interfolio.com/28420>. Inquiries about the position should be forwarded to Ms. Jeanie Johnson, Executive Assistant to the Provost (Jeanie.Johnson@valpo.edu), or call 219-464-5310. Additional information about Valparaiso University is available online at <http://www.valpo.edu>. Candidates who submit names of references should expect that the College will contact references, in confidence, and that credentials will be confirmed prior to hire. Employment will require a successful criminal background check. Applications will be considered until the position is filled; however, applicants are encouraged to submit applications by February 14, 2015 for full consideration.

Valparaiso University does not unlawfully discriminate and aims to employ persons of various backgrounds and experiences to help constitute a diverse and inclusive community. Its entire EOE policy can be found at <http://www.valpo.edu/equalopportunity/index.php>.