



# KINGSWOOD OXFORD

## **Director of Diversity, Equity, Inclusion, and Belonging - Position Description**

Kingswood Oxford School seeks a Director of Diversity, Equity, Inclusion, and Belonging (DEIB) to join its Senior Leadership team. Reporting to the Head of School, the Director of DEIB is charged with fostering and developing KO's long-standing commitment to diversity, equity, inclusion, and belonging. We seek an energetic and empathetic leader who will ensure that the core aspirations of inclusion and belonging are achieved as a consistent part of the lived experience for each member of the school community. The successful candidate will be passionate about working with young people and will embrace our school's mission to *"inspire students to excel and lead lives of integrity by nourishing their talents in a community of teachers, friends, and families."*

**Institutional Priorities:** The Director will help lead our efforts to develop culturally competent students and fulfill our strategic goal of *"cultivating an inclusive school culture and climate that promotes student wellness and fosters a sense of belonging for every student."* The Director will be embedded in school life, establishing and nurturing relationships across the school. The Director will lead a team of 3-6 stipended faculty/staff, who will assist the Director as appropriate in planning, implementing, prioritizing, and assessing all matters of diversity, equity, and inclusion. Acting in partnership with all constituent groups, the Director brings a DEIB lens in both strategy and operations. Broadly speaking, the Director will be instrumental in achieving our strategic initiatives and related goals.

### **Essential Functions of the Role**

#### **Community Engagement:**

The Director serves as an expert resource and go-to partner for all community members on topics related to diversity, equity, inclusion, and belonging. The Director is a champion for students, is widely visible and known across the campus. The Director teaches course(s) and/or electives and serves as an advisor (grade and/or club) and/or coaches to maintain a tight connection to students and school life. The Director will serve as liaison to our Parents Association, local community groups, schools, and other organizations to foster collaboration and meet our institutional priorities. The Director keeps the community informed of DEIB initiatives, progress, developments, and events.

#### **Institutional Support:**

The Director will partner with members of the Senior Leadership Team to pursue principles of good practice for equity and justice work as outlined by NAIS and strengthen KO's position as a leader in DEIB practices in independent schools. The Director serves on and collaborates with a variety of groups and teams across the school landscape. They include, but are not limited to: the Senior Leadership Team; the Senior Administrative Student Life team; the DEIB team; the Student Life and Wellness team; the Admissions team; the International Students team; and the Communications team. While all teams have a different lens or perspective, the ultimate goal is to ensure that we meet our strategic goals. The Director's expertise, counsel experience and insights are needed in each of these areas to meet these goals. The Director will act as a representative of the school and/or assumes additional responsibilities

and projects as assigned by the Head of School.

### **Program Development and Support for Students, Faculty, Staff and Families:**

The Director will lead our efforts to grow further as a culturally competent community that includes all students, faculty, staff and families. The Director will develop and promote a range of professional development experiences to meet the learning needs of the faculty and staff. The Director will review existing programs and initiatives and will work to revise and develop new programming that meets the needs of a diverse student body and community.

The Director will inform and deliver strategic programs and initiatives across the institution, working collaboratively with both Upper School and Middle School divisions. The Director will inform the advisory, Life Skills, and Wyvern Wellness programs to maintain alignment with the institution's goals for diversity, equity, inclusion, and belonging. The Director will advise and partner with KO families to ensure a strong, inclusive community, with a particular focus on the needs and experiences of marginalized students and their families

### **Qualifications and Characteristics:**

- Finds joy in working with 10-18 year old students in a school community
- Bachelor's degree; master's degree in subject area or educational leadership preferred
- Teaching, administrative, and leadership experience preferred
- Capable of creating and presenting information and educational programming pertaining to diversity, equity, inclusion, and belonging to all constituencies in and beyond the school
- Able to work collaboratively and collegially, cultivating an open door and open mind
- Participative and/or leadership experience with in-depth training in diversity, equity, inclusion, and multicultural practices
- A proficient networker, preferably someone with connections to national multicultural and DEIB-focused professional organizations

Submit applications by March 6, 2024.

### **About our School and our People:**

**Community in Mind:** KO values a strong and diverse community that strives to be inclusive. We seek a person who will consider the growth of the community with every decision they make.

**Learners in Action:** As members of this community, we are all continually learning. We seek a person who believes that learning is an active and reflective process and understands that each learner in this community is on their own arc of DEIB literacy.

**Human at Heart:** KO is human-centered. We seek a person who knows that a strong community begins with understanding who we are as individuals and a recognition of the humanity in others.

### **Mission**

Kingswood Oxford inspires students to excel and to lead lives of integrity and involvement by nourishing their talents in a community of teachers, friends, and families.

### **Core Values**

- Demonstrate honesty, integrity, and respect
- Learn with passion and perseverance

- Embrace intellectual curiosity
- Care beyond self
- Take personal responsibility
- Work hard, take risks, become involved

### **Motto**

Vincit Qui Se Vincit - “One Conquers By Conquering Oneself”

### **Strategic Vision Statement**

Kingswood Oxford is a transformative day school that engages students in real-world and interdisciplinary learning opportunities by expanding the classroom beyond our campus and partnering with people and institutions in the Greater Hartford area. Our signature educational approach develops compassionate collaborators, ethical problem solvers, and active citizens who lead and serve in the wider community.

### **Our School**

Located in West Hartford, Connecticut, Kingswood Oxford is a coeducational, independent day school for motivated students in grades 6-12. KO actively seeks to attract and welcome a diverse population of students, faculty, and staff, including differences in race, color, religion, nationality or ethnic origin, gender expression, gender identity, and sexual orientation. At KO we believe that a diversity of ideas and perspectives enriches our community and improves our understanding. We continually work to increase equity and access within our learning community and seek candidates who are similarly committed to this work. If you would like to join us in this work, we welcome your application.

Accredited by the New England Association of Schools & Colleges, KO values academic and co-curricular excellence and meaningful relationships with students and their families. KO’s enrollment in the 2019-2020 academic year is 513 students from 60-plus towns in Connecticut and western Massachusetts. Highly committed to diversity and inclusion, 30 percent of KO’s student population are students of color. KO also welcomes a small number of academically qualified students from other countries who reside with host families from the local community.

Kingswood Oxford’s story begins in 1909, with the opening of the all-girls Oxford School – one of Connecticut’s first independent day schools for girls. Meanwhile, a group of prominent Hartford families, looking to secure tutoring for their sons, recruited a former teacher from the Kingswood School in Bath, England, who established the Kingswood School here in Connecticut in 1916. In order to create a quality experience for students in a co-educational setting, the two schools merged in 1969 to form the present-day Kingswood Oxford School.

A KO education empowers students to become their best selves intellectually, socially, and emotionally by providing a rich and rigorous academic curriculum, competitive sports, and extra-curricular activities that inspire students to grow into their potential. Exceptional learning is based on strong relationships between the students and their teachers. At KO, students take ownership of their learning and are willing to take risks because they are supported every day by teachers who know them. This encouragement and steady guidance allow students to self-advocate, forge their own paths, and develop their own points of view. KO graduates are well-prepared for the challenges of college and go on to lead meaningful lives of integrity and involvement.

### **West Hartford, Connecticut**

The Kingswood Oxford campus is located on 33 acres in the center of West Hartford, Connecticut – a thriving community known for its culture, entertainment, and family environment. West Hartford was

named as one of the nation's "Best Places to Live" by *Money* magazine. Located next to the state capital of Hartford, residents are able to enjoy all the benefits of the city, including restaurants, museums, nationally touring entertainers and a minor league baseball team. The *Money* magazine article states, "West Hartford's own attractions include a bustling downtown shopping district, restaurants and bars, hiking trails, and the majority of the 101-acre Elizabeth Park, known locally for its rose gardens."

### **Kingswood Oxford School Equal Opportunity Employer and Anti-Discrimination Statement**

*KO actively seeks to attract and welcome a diverse population of students, faculty, and staff, including differences in race, color, religion, nationality or ethnic origin, gender expression, gender identity, and sexual orientation. At KO we believe that a diversity of ideas and perspectives enriches our community and improves our understanding. We continually work to increase equity and access within our learning community and seek candidates who are similarly committed to this work. If you would like to join us in this work, we welcome your application. More information can be found at <https://www.kingswoodoxford.org/>*

*Kingswood Oxford School provides equal employment opportunity without regard to race, color, sex, age, disability, religion, national origin, marital status, sexual orientation, gender identity or expression, genetic information, ancestry, political belief or activity, status as a veteran, or any other status protected by law. This policy applies to all areas of employment, including recruitment, hiring, training and development, promotion, transfer, termination, layoff, compensation, benefits, social and recreational programs and all other conditions and privileges of employment in accordance with applicable federal, state and local laws.*