



Vice Chair for Equity, Diversity, and Inclusion (20% Effort)

Position Description

The Department of Psychiatry & Behavioral Sciences at Duke University School of Medicine seeks an outstanding individual to serve as the Vice Chair for Equity, Diversity, and Inclusion.

Overview

The Department of Psychiatry & Behavioral Sciences is in the world-renowned Duke University School of Medicine, and has over 400 faculty, 300 staff, and 70 trainees. We are dedicated to excellence in our missions of clinical care, education, and research. The Department offers competitive clinical, educational and research programs and countless opportunities to develop and foster collaborations throughout the School of Medicine and Duke University.

At the Duke Department of Psychiatry & Behavioral Sciences, we believe that equity, diversity, and inclusion are key drivers of institutional excellence that can accelerate our ability to innovate and solve complex problems. The Department is committed to developing and implementing strategies to foster a culture of inclusion in which highly qualified students, faculty, and staff from diverse talent pools experience a genuine sense of belonging, engagement, and achievement. Addressing health disparities, improving community health, and leading efforts to eliminate health inequities are essential to the Department's mission.

As a Department in an academic medical center, it is our responsibility to train and mentor future clinicians and scientists who reflect, understand, and appreciate diversity. Addressing health disparities, improving community health, and leading efforts to eliminate health inequities are essential to the Department's mission. At the Duke Department of Psychiatry & Behavioral Sciences, we strive to attract and retain a diverse team of outstanding talent who positively impact how we teach, learn, and serve in an increasingly diverse world.

Occupational Summary

The Faculty Vice Chair for Equity, Diversity and Inclusion (EDI) will provide vision and leadership for their Department's strategy for advancing equity, diversity and inclusive excellence across all domains of our mission centered in education, research and patient care. The Vice Chair will advise and work closely with the Department Chair and the School of Medicine's Office of Equity, Diversity and Inclusion (OEDI) to promote an equitable and inclusive culture experienced by faculty, staff and learners in the Department. The successful Vice Chair will demonstrate integrity, strong leadership skills, emotional intelligence, and cultural humility.

This position will be 20% effort.

Work Performed

Expectations for the Faculty Vice Chair for EDI (in partnership with the EDI Program Director, as appropriate) are as follows:

Administration

- Serve as a member of the Department's Executive Committee (the leadership team consisting of vice chairs and administrative leaders).
- Serve as a member of the School of Medicine EDI Leaders Group, the formal community of Faculty Vice Chairs and Staff Directors for EDI coordinated by the Office of Equity, Diversity and Inclusion (OEDI).
- Lead and advise the Department's EDI Committee or Council
- Develop and advance EDI priorities, strategies, implementation and monitoring of goals and accountability processes, in alignment with the School of Medicine's plan for Dismantling Racism and Advancing Equity, Diversity and Inclusion.

Culture and Engagement

- Participate in vetted EDI educational and professional development programming that cultivates and strengthens awareness, knowledge, and skills needed to support their role and develop Department EDI strategies and plans.
- Serve as accessible EDI advocate for Department constituents. Listen and respond appropriately to faculty, staff and students on EDI concerns and opportunities.
- Be informed about, and disseminate and promote relevant resources, initiatives, and opportunities that enhance culture and empower individuals, including:
 - EDI education, including cultural humility, bias, racism, sexism, LGBTQ+, bystander/upstander intervention, restorative practices
 - Reporting processes, restorative and supportive resources to address microaggressions, discrimination and harassment
 - Affinity and professional development groups
 - Spotlights, such as Grand Rounds, panels, recognitions
 - Culture assessments, such as surveys and focus groups

Retention and Recruitment

- In partnership with OEDI and appropriate resource partners, identify sources of structural racism, exclusion, and inequity in recruitment, hiring, retention, compensation, resources, and opportunities. Contribute to developing strategies for addressing and eliminating barriers by leveraging mechanisms and resources within the School of Medicine, Health System, and University.
- Be informed about SOM-wide enhancements to processes to nurture, promote and recruit diverse faculty, staff and learners, advising Department leaders of new developments
- Engage Department leaders in efforts to enhance and identify solutions in outreach, recruitment, ranking, retention, and turnover for relevant constituent groups
- Assist in creating diverse search committees and inclusive selection processes
- Disseminate and promote professional development opportunities for faculty, staff and learners who are BIPOC, women, LGBTQ+, and other groups as appropriate

Review and Assessment

- In partnership with OEDI, monitor and communicate EDI metrics and outcomes focused on diversity, culture and equity
- Review and monitor diversity of relevant constituent groups
- Use culture data (surveys, focus groups, interviews, listening sessions) to identify patterns and solutions-oriented strategies to address exclusion
- Monitor Department constituents' engagement in EDI education

Required Qualifications

- Must have MD or PhD, and have a current primary faculty appointment or will become upon hire a faculty member within the Department of Psychiatry & Behavioral Sciences
- Experience guiding equity, diversity, and inclusion change efforts, with evidence of programmatic and educational activities at the local and/or national level and/or publications preferred
- Demonstrated leadership skills with at least 2 years of experience in a leadership role preferred