



JOB DESCRIPTION

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| Position Title | DIRECTOR OF ANTIRACISM, INCLUSION, DIVERSITY, & EQUITY |
| Primary Purpose | Under the direction of the Superintendent, the Director of Antiracism, Inclusion, Diversity, & Equity (AIDE) operates as a trusted advisor and partner, who consults with members of the district and school's leadership teams, in addition to the school committee, to develop, institute and sustain culturally proficient and antiracist policies, practices and protocols within the school community. The Director of AIDE will work closely with all constituents (students, families, faculty and staff, district and school leadership, community organizations, and school partners) to bring a diversity, equity and an antiracist lens to every aspect of the functioning of our school system and to implement concrete practices that ensure that all students have equitable opportunities to achieve at high levels. |
| Contractual Relationship | Reports directly to the Superintendent of Schools and negotiates an individual employment contract with the Superintendent with the approval of the School Committee. |
| Organizational Relationship | Works cooperatively with the Central Leadership Council and Program Managers to support the educational program and initiatives of the School Department and community. |
| Responsibilities | <p>Classroom and School Support</p> <ul style="list-style-type: none">• Serve as a district-wide leader and resource regarding antiracism, inclusion, diversity, and equity.• Work as a thought partner with school and district leaders in developing anti-racist and equitable systems and practices at the school and district levels.• Work directly with classroom teachers to support them in addressing sensitive topics or in responding to racial or inequitable situations. |

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| | <ul style="list-style-type: none"> ● Support and collaborate on developing, coordinating, and overseeing equitable after-school opportunities. ● Collaborate with district and school leadership to develop and align strategies for schools and staff to promote increased and improved student opportunities and experiences including but not limited to restorative practices, climate, and resilience building. <p>Curriculum and Professional Development</p> <ul style="list-style-type: none"> ● Develop and implement workshops and training for administration, faculty, students, and families related to diversity, equity, and cultural proficiency. ● Collaborate with central office leadership, principals, curriculum leaders, and faculty on the development and implementation of appropriate multicultural curriculum and instruction. ● Serve as a liaison to professional development activities to ensure that an inclusive perspective is reflected in classroom practices, school climate, and curriculum in collaboration with principals, curriculum leaders, and instructional coaches. <p>Human Resources</p> <ul style="list-style-type: none"> ● Collaborate with district and school leadership to recruit, hire, and retain diverse faculty and staff. ● Support the development of improved diverse recruiting and hiring practices. ● Implement and facilitate retention initiatives for staff members of color, such as affinity groups. ● Facilitate mediations between and among faculty, staff, and students as needed. <p>Family Engagement</p> <ul style="list-style-type: none"> ● Partner with district and school leadership to build long-term vision for family engagement and parent education. ● Plan, coordinate and develop programs and practices that facilitate school-based family and community engagement in service of increasing academic achievement. ● Work in conjunction with the Superintendent to attend school/public events as a representative of the Lincoln |
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| | <p>Public Schools during school and non-school hours as needed.</p> <ul style="list-style-type: none"> ● Provide consultation as needed to families, faculty and staff, district and school leadership, specific to antiracism, inclusion, diversity, and equity. <p>District and Community Strategic Support</p> <ul style="list-style-type: none"> ● Work with district leadership and community stakeholders to proactively inform district-level policy and practice relating to climate, discipline, wellness, and social emotional support. ● Collaborate with municipal and community leaders to connect school work around AIDE to community efforts. ● Communicate with the Superintendent on the needs of the district as perceived by staff, parents, community members, and other interested individuals/groups. ● Maintain contacts as appropriate with college faculties, professional organizations, and other groups or individuals who influence direction of family and community involvement. ● Oversee management of related financial accounts and expenditures and prepare reports and annual budget recommendations. |
| Qualifications | <ul style="list-style-type: none"> ● Teaching and/or supervisory experience totaling at least five (5) years. ● Experience leading or cultivating diversity, equity and inclusion initiatives in a school, department or district ● Thorough understanding of primary education, elementary education, and middle-level learning. ● Thorough understanding of child and young adolescent development, identity-formation, and cultural awareness. ● Thorough understanding of and commitment to the principles and practices of antiracism, inclusion, diversity, equity, and social justice as they relate to student, staff and community engagement and cultivation. ● Candidates should have a passion for working with students, families, and colleagues. ● Effective interpersonal and leadership skills; experience in facilitating communication between divergent groups and group decision-making. |

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| | <ul style="list-style-type: none">• Effective administrative and management skills.• Such alternatives to the above qualifications as the Superintendent may find appropriate and in conformity with state certification requirements. |
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