



Your Trusted Partner in Education

## **Coordinator of Diversity, Equity and Inclusion (DEI)**

### **Job Description**

The position of **DEI Coordinator** for the Kentucky Educational Development Corporation is designed to support districts in planning and providing the necessary supports to address the wide array of equity, diversity and inclusion issues facing our schools today. The DEI Coordinator will work with regional and district CRRSA Team Members, KDE's Chief Equity Officer and other staff to perform collaborative efforts that help our schools and districts meet the important task of ensuring diversity, equity and inclusion are a part of the way we operate daily.

#### **Required Qualifications:**

- Bachelor's degree from an accredited university
- Minimum of 5 years' work experience
- Strong knowledge base of Diversity, Equity and Inclusion
- Ability to work with districts to design, expand and evaluate programs serving students

#### **Preferred Qualifications:**

- Education or work experience in data collection and analysis for use in problem-solving
- Demonstrated successful ability to manage multiple complex projects simultaneously, prioritize tasks, and meet deadlines
- Experience teaching or presenting to adult audiences
- Experience building relationships across district and school leaders and other potential education partners
- Knowledge of and implementation of evidenced-based, best practice strategies and State and Regional Systemic Improvement Plans
- Strong written and verbal communication skills, including computer skills
- Excellent organizational and time-management skills
- Ability to work independently with little direction
- Strong interpersonal skills with the ability to promote positive public relations with state, regional, district, and partners
- Ability to participate in a collaborative team effort to provide high-quality service to member districts