



**Director of Diversity, Equity, & Inclusion  
Development & Alumni Relations**  
*Boston, MA*

Boston University's Office of Development & Alumni Relations (DAR) seeks a dynamic, relationship-oriented Director of Diversity, Equity, & Inclusion (DDEI) to serve as a strategist and networked champion of innovative and impactful solutions to advance a more diverse and inclusive workplace that aligns with organizational priorities, retains talent, and builds a strong community.

As a member of the Strategic Talent Management (STM) team, reporting to the Associate Vice President of Advancement Resources and Strategic Talent Management (AVP) Amy Bronson, the inaugural Director will serve as a trusted advisor to DAR senior leaders and bring an insights-driven strategic DEI framework to DAR's programs, people processes, and organizational change management. DAR's Talent Management team is a forward-looking, agile team dedicated to designing and delivering solutions that encourage every employee to do their best work with authenticity and a sense of belonging. DEI progress blooms in many places at BU, across DAR, and in the field of advancement; the Director will support synergistic DEI strategies, initiatives, guidelines, and policies for all levels of the DAR organization. The successful candidate will bolster active DEI engagement and foster understanding in concert with formal and informal DEI advocates, including partnering closely with DAR's Diversity Council, staff affinity groups, BU's Office of Diversity & Inclusion (BU D&I), and other industry organizations and leading practitioners in the field.

The story of Boston University (BU) is constantly evolving, informed by a rich history of inclusion and a present-day influenced by thousands of unique perspectives. BU's abolitionist founders opened all divisions to female students in 1872, and it appointed the first Black dean at a predominantly white university, Howard Thurman, with whom Dr. Martin Luther King, Jr. studied with while earning his Ph.D. at BU in the early 1950s. Today, BU continues its evolution as a place where everyone can participate and thrive, while harnessing intellectual innovation and interconnection. BU has named diversity, equity, and inclusion a core pillar of its 2030 strategic plan, and the BU community is thrilled with the recent appointment of president-elect [Dr. Melissa L. Gilliam](#) who will join the University at a pivotal time as the first female and first Black president of BU. This moment in BU's history creates an exciting opportunity for DAR to continue to advance its DEI work with the help of the inaugural DDEI in preparation for BU's next comprehensive campaign and presidential transition.

This is an exciting opportunity for a thoughtful and strategic people-centered leader to join a team committed to collaboration and culture building. DAR has expanded its team significantly and is looking for a leader to augment existing DEI efforts and lead the strategic integration of DEI principles and values into DAR operations, programs, and work. Working closely with STM colleagues, the DDEI will drive DEI efforts and accountability metrics related to talent acquisition, onboarding, education programs, training, professional development, retention, and other efforts that advance an inclusive workplace.

The successful candidate will ideally bring at least eight years of experience leading DEI or antiracism initiatives, experience working collaboratively with people of diverse backgrounds in a complex organization, and a demonstrated record of embedding DEI into strategy, operations, and programs. The Director will have a thorough understanding of DEI frameworks and the ability to communicate effectively to identify and solve challenges innovatively and strategically. The successful candidate should have a collegial style with a demonstrated ability to cultivate productive, collaborative relationships in a highly structured environment. The inaugural DDEI will be an inspiring, inclusive leader and a strategic advocate for all constituents, leading with compassion, transparency, and humility.

## Diversity, Equity, & Inclusion at BU

Boston University Diversity & Inclusion ([BU D&I](#)) works closely and collaboratively with academic leaders in all 17 schools and colleges, numerous centers and institutes, as well as administrative units across the University to build a positive and inclusive campus environment, to not only help ensure a diverse campus but also so that pathways to success and participation are open to every member of the BU community. To that end, the BU D&I team works to: build capacity through trainings and workshops; influence University-wide practices and policies; coordinate affinity groups and social events; offer transparent information and data to the community; and support the recruitment and growth of BU's world-class faculty and staff.

BU prides itself on a history of inclusion, admitting students regardless of race, creed, or gender since our founding in 1839. That legacy includes awarding the first PhD to a woman at a U.S. university, producing the first Black psychiatrist in the United States, being the first to admit female students to a U.S. medical school, bestowing a doctoral degree in theology on Martin Luther King, Jr. (GRS'55, Hon.'59), and graduating the youngest woman to serve in the U.S. Congress, Alexandria Ocasio-Cortez (CAS'11). Beyond the student body, the University has hired a wide range of influential faculty over the decades, from historian and political activist Howard Zinn to Nobel Laureate and human rights champion Elie Wiesel (Hon.'74). Currently, BU students, scholars, faculty, and staff represent more than 140 countries and all 50 states, reflecting an exciting range of worldviews and life experiences.

The cultural, ethnic, religious, ability, sexual orientation, and gender diversity of the BU campus community is critical to the excellence of its research and academic programs, social vibrancy, and mission of preparing students to thrive in an increasingly interconnected world. The institution has committed to attracting, supporting, and promoting a wide variety of voices and backgrounds at BU, including, but not limited to, people who live with disabilities, first-generation students, members of the LGBTQIA+ community, and individuals who are historically underrepresented in the academy. Crucial to those goals, the University has made prioritizing diversity, inclusion, and access one of the five main pillars in the [BU 2030 Strategic Plan](#).

## Development & Alumni Relations at BU

Development & Alumni Relations (DAR) harnesses the power of philanthropy to make an excellent education accessible and welcoming to all, and to advance BU's global leadership in research, scholarship, artistic creation, and professional practice. To support their work, DAR has built—and is continuing to build—an outstanding team of dynamic, mission-driven advancement professionals who constantly strive to create an environment where everyone belongs. It's not just a job, but a career and a community.

DAR comprises a team of 265 professionals in principal, international, and major gifts, foundation relations, annual giving, alumni engagement, talent management, and advancement information systems. As BU prepares for its next capital campaign, DAR is reinvigorating its approach to development work and prioritizing DEI within the division. DAR leaders are investing by: ensuring the division grows in their DEI competencies to become a best in class program through talent acquisition and learning programs; career growth, coaching and mentoring, creating opportunities for community through affinity groups and other connection points and launching initiatives that elevate the voices and concerns of staff. The DAR DEI Council, a group of staff volunteers, has pioneered these efforts since 2020 in collaboration with senior leaders and other staff members. Most recently, a cultural assessment was conducted, and the results have reinvigorated the DAR community's desire to further DEI action plans and initiatives as strategic priorities for the division.

The DAR [values](#) are:

- **Teamwork, transparency, and mutual respect**, because we value every member's contributions and know that leadership can come from anywhere
- **Diversity, equity, inclusion**, and a commitment to ensuring that each of us knows we belong here
- **Integrity** in how we work and how we treat one another
- **Strategic thinking and curiosity** in the relentless pursuit of fresh approaches and measurable results
- **Continuous growth and improvement**, both as individuals and as a team
- **Joy and shared appreciation** for working hard toward goals that matter

To hear directly about what it's like to work in DAR at BU, visit: [www.bu.edu/dar-talent/voices-of-dar](http://www.bu.edu/dar-talent/voices-of-dar).

## Amy Bronson

Associate Vice President, Advancement Resources & Strategic Talent Management

A national leader and award-winning pioneer in the field of Talent Management, Amy has spent more than 25 years contributing to the success of fundraising both on the frontline and behind the scenes. She has a remarkable ability to help development professionals make the right career moves and achieve success for their organization's mission. She has touched the lives of hundreds of professionals and her impact can be seen by the increasing level of professionalism in the advancement industry as well as through the success of the institutions that she's worked for, which include Harvard Law School and Boston College. Currently managing talent, finance, and operations for a team of 265, Amy has served in leadership roles and presented at numerous conferences and other professional organizations both locally and nationally. Amy is a CASE Crystal Apple Award recipient, given to CASE's top speakers and faculty members, and received the Outstanding Fundraising Professional Award from the Association of Fundraising Professionals, MA in 2019. Amy helped create the [Amplify Gender Equity & Leadership Initiative](#), launched in 2020 as a collaborative effort between CASE District 1, Dartmouth College, and Boston University and now in its 4<sup>th</sup> year. The program was awarded CASE's highest honor, [CASE Circle of Excellence Grand Gold Award](#) in 2021. A graduate of the University of Michigan, Amy lives in Milton, MA.

## Director of Diversity, Equity, & Inclusion

Strategic Talent Management, Development & Alumni Relations

The Director of Diversity, Equity, & Inclusion will partner with and give guidance to senior leaders to help develop innovative and measurable solutions to ensure the office of Development & Alumni Relations moves

toward a more diverse and inclusive workplace that advances business needs, retains talent, and builds a strong community. As a member of the Strategic Talent Management (STM) team and reporting to the Associate Vice President of Advancement Resources and Strategic Talent Management (AVP) Amy Bronson, the Director will work in collaboration with BU Diversity & Inclusion (BU D&I), DAR's Diversity Council, other industry organizations and leading practitioners in the field while being an active member and leader in the advancement sector nationally.

## Essential Duties

### Strategic Leadership & Guidance - 45%

- Works closely with senior leaders and the AVP to help create an integrated DEI strategy to advance an inclusive culture to directly support the business of DAR, including planning for the future. This includes developing an understanding of the business of advancement and the current state of DEI initiatives in the industry/division, as well as the need to retain and develop a more diverse team while creating a culture of inclusion and a community of belonging.
- With the AVP, provides strategic leadership and oversees and manages the implementation of recommendations related to DEI goals arising from advancement-specific reports, including the 2023 DEI Cultural Assessment. In partnership with the AVP and other unit leaders, provides guiding principles and makes recommendations for programs such as talent acquisition, training and talent development, staff engagement, career progression, retention, recognition, and other efforts to advance a more inclusive workplace to meet the division's business goals. Works closely with the AVP to manage partnerships with DEI consultants.
- Represents BU DAR at industry gatherings, conferences, and other key on- and off-campus events to engage, identify, and help to recruit diverse talent while marketing DAR as a best place to work. This will include both local and national travel and building a reputation as a leader among peers. Become an active member of a national network of advancement DEI/talent management leaders; attend, participate, and volunteer in professional organizations (e.g., Council for the Advancement of Education, The Association of Fundraising Professionals, The African American Development Officers Network, Diverse Professionals in Advancement, etc.), talent management conferences, workshops, programs, and other initiatives. Develops a local, regional, and national network of professional colleagues.
- Serves as a subject matter expert for advancement leaders and staff members to interpret current University legal and policy decisions and their impact on the DEI work of the division.

### Program Assessment & Partnership - 30%

- Works closely with the AVP and unit leaders to develop DAR's DEI Key Performance Indicators (KPI) and metrics to measure programs. Collaborates with the STM team to provide data for the STM dashboard and works with the AVP to analyze and report data for the Senior Vice President (SVP) and other University leaders.
- Partners with the Director of STM to ensure DEI is embedded in talent acquisition programs, marketing outreach, and career pathing programs in DAR, including building and overseeing elements of DAR's mentoring and internship programs. Works with managers to identify professional development and growth opportunities by conducting one-on-one meetings with managers and staff.

- Works closely with the AVP and STM colleagues to develop DEI-related training and learning opportunities, including partnering with central HR office, General Counsel, and BU D&I. Manages all consultant and vendor relationships and partners with Associate Director of Learning and Talent Development to embed DEI into all DAR training and learning opportunities.

#### Staff Liaison & Resource - 25%

- Serves as community builder, mentor, coach, liaison, and resource for staff. Helps lead career development and management development strategies, programs, and workshops. In addition, this role works collaboratively on professional development and organizational development efforts.
- Serves as DAR's senior diversity officer in partnership with the SVP and AVP to manage all DEI-related resources for the division and employees. Works closely with BU D&I, BU's Equal Opportunity Office, and other internal and external constituents to support staff and leaders, help develop best practice guidelines and principles, policies, and practices around DEI. Advises colleagues and identifies areas of opportunity for growth.
- Serves as liaison to the DEI Council and partners with Council leadership and DAR senior leaders to advance DEI best practices across DAR and develop policies and guidelines that positively impact DAR culture and increase inclusion and belonging. Oversees related staff pulse surveys and assessments. Oversees and manages relevant staff employee resource groups. Partners with the Council to develop programming, events, and other opportunities to learn, unlearn, and celebrate.

#### Experience & Qualifications

The ideal candidate will bring many of the following professional qualities and experiences:

- **Proven experience as a project leader, particularly around initiatives that promote DEI and anti-racism principles.** Proven track record of advancing initiatives while engaging community partners who may have disparate ideas and needs. Experience with the advancement functions of a large-scale educational or research-based institution an asset.
- **Excellent interpersonal, communication, and facilitation skills.** Collaborative, open, and creative approach to problem solving and a willingness to address challenging issues. Ability to understand and leverage diverse viewpoints and approaches to achieve goals. An innovative and strategic thinker with a broad vision for the role of DEI in achieving goals.
- **A thorough understanding of DEI frameworks is essential.** Demonstrated analytical skills and ability to use initiative and sound judgment in decision making. Excellent oral and written communication skills and organizational and problem-solving skills, as well as the ability to exercise a high degree of diplomacy and discretion.
- **Clear evidence of leadership** in diversity, equity, and inclusion and a record of working collaboratively with a wide range of constituencies with diplomacy, empathy, and tact.
- **Eight (8) or more years of relevant experience** in developing, implementing, and evaluating DEI programs within an educational environment; or a comprehensive knowledge of the current best practices around promoting DEI and anti-racism in other settings.
- Candidates must have a bachelor's degree.



## Location

This is a Boston-based position. BU's campus is located in Boston's Fenway-Kenmore neighborhood. Nestled between the beautiful Charles River and historic Fenway Park (home of the Boston Red Sox), BU's location is ideal for a healthy contemporary lifestyle. Boston is a vibrant city steeped in history with diverse neighborhoods, a rich arts and culture scene, and a legacy of education, innovation, and ideas.

DAR provides a hybrid work schedule, offering employees the opportunity to work two days per week from home if circumstances allow. More information about the university's remote work policy is available here: [www.bu.edu/hr/lifebu/remote-work](http://www.bu.edu/hr/lifebu/remote-work).

## Compensation

Compensation is highly competitive and budgeted in the range of \$125,000 – \$135,000 annually, depending on experience. Boston University offers a comprehensive [benefits package](#), which adds significantly to the employee's total compensation.

## Interested in Learning More?

Boston University has partnered with Talent Citizen to assist in this recruitment. Please contact President Tracy D. Welsh, Managing Associate Rachel K. Partin, and Associate José Cisneros to share your resume and cover letter via email at: [bu-ddei@talentcitizen.com](mailto:bu-ddei@talentcitizen.com).

*Boston University is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, natural or protective hairstyle, religion, sex, age, national origin, physical or mental disability, sexual orientation, gender identity, genetic information, military service, pregnancy or pregnancy-related condition, or because of marital, parental, or veteran status. Boston University is a VEVRAA Federal Contractor.*

*Information about BU's COVID-19 policies is available [here](#).*

## About Boston University

Boston University is an international, comprehensive, private research university, committed to educating students to be reflective, resourceful individuals ready to live, adapt, and lead in an interconnected world. The University's 17 Schools and Colleges generate new knowledge to benefit society.

BU remains dedicated to its founding principles: that higher education should be accessible to all and that research, scholarship, artistic creation, and professional practice should be conducted in the service of the wider community—local and international. These principles endure in the University's insistence on the value of diversity, in its tradition and standards of excellence, and in its dynamic engagement with the City of Boston and the world.

Boston University comprises a remarkable range of undergraduate, graduate, and professional programs built on a strong foundation of the liberal arts and sciences. With the support and oversight of the Board of Trustees, the University, through its faculty, continually innovates in education and research to ensure that it meets the needs of students and an ever-changing world.

### Dr. Melissa L. Gilliam

President-elect, Boston University

BU's President-elect, Dr. Melissa L. Gilliam, is a national leader in faculty recruitment and student success and a champion of diversity and inclusion. Dr. Gilliam is a professor of obstetrics, gynecology, and pediatrics; her scholarship focuses on developing interventions to promote adolescent health and well-being. Dr. Gilliam graduated from Harvard Medical School and also earned a Master of Public Health from the University of Illinois Chicago. In addition to her deep background in the sciences and medicine, she studied English literature at Yale University and earned her Master of Arts in philosophy and politics from the University of Oxford.

Before her appointment as BU President, Dr. Gilliam served as the executive vice president and provost of The Ohio State University. Dr. Gilliam succeeds Robert A. Brown, BU's 10th president who served from 2005 until 2023. During his 18-year tenure, BU quadrupled its endowment, opened its doors to a more diverse student body, and established itself as a leading private urban research institution and a global leader in fighting infectious diseases. Kenneth Freeman, BU president *ad interim* since Brown's departure, will remain in the post until Dr. Gilliam begins her tenure and will help her transition into the position. Beginning July 1, 2024, Dr. Gilliam will assume her new role as President of Boston University, the first Black and first female president in the history of BU.