



LEADERSHIP OPPORTUNITY

GRALAND COUNTRY DAY SCHOOL

DIRECTOR OF EQUITY AND INCLUSIVITY

HIRING SPRING 2017

About Graland

Graland Country Day School is an independent school in Denver that serves students in preschool, kindergarten, elementary, and middle school. Founded in 1924, Graland incorporates a rich, experiential learning approach in a traditional classroom setting, emphasizing the development of globally and socially conscious leaders who excel academically. Our current enrollment totals 700, and we have 92 faculty members, 68 percent of whom have advanced degrees.

For more than 90 years, Graland has delivered an intellectually robust, character-based educational experience derived from current research about how children learn. While the world has changed since our founding, one concept has been a constant: Graland is faithful to the enduring aspects of its mission while seeking new ways to promote character and intellectual excellence.

At Graland we believe, "A great school never sits still," and we are constantly looking for ways to improve our program and keep it relevant for the next generation of students. Guided by our mission, values, and strategic plan, we go to extraordinary lengths to give children the best education possible.

Graland's faculty and staff enjoy a collaborative, supportive environment where each member is encouraged to be a lifelong learner. Professional development, onsite childcare, a desirable location in the heart of Denver and other benefits make Graland a dynamic, inclusive and innovative workplace.

Our Mission

Achieve intellectual excellence,
build strong character,
enrich learning through the arts and athletics,
and prepare our students to be engaged citizens and thoughtful leaders.

*Ascende Omnem Montem
Climb Every Mountain*



Director of Equity and Inclusivity Position Overview

The Director of Equity and Inclusivity has direct responsibility to lead the implementation of the school's diversity, inclusivity, multicultural, and equity efforts, including supporting faculty recruitment, development and retention; community outreach; curriculum review; and events related to community life. The position will work to broaden the understanding of diversity and ensure the school is accountable to its commitment to inclusivity as it seeks to embrace, welcome and support every member.

The Director of Equity and Inclusivity reports to the Head of School and is a member of Graland's administrative and instructional teams. Qualified candidates must bring broad institutional experience and intellect necessary to motivate and lead a diverse body of professionals, parents and students.

Primary Responsibilities

The following list is not comprehensive of all tasks of the position, but serves as a representative summary of the primary duties and responsibilities.

- Serve as member of administrative and instructional teams.
- Provide strategic leadership on all issues of diversity, inclusivity, multiculturalism and equity.
- Implement new efforts and bring growth to the program, as described in the strategic plan and in line with the mission and philosophy of the school.
- Assist the Director of Curriculum and Instruction with discussions and implementation of diversity initiatives.
- Plan, attend and facilitate workshops for faculty/staff and students as it relates to diversity, inclusivity, and equity.
- Participate in the hiring of faculty.
- Collaborate with the admission department as it pertains to community outreach and the attraction and retention of families from diverse backgrounds.
- Collaborate with the Head of School to facilitate the work of the School Climate Advisory Committee (SCAC).
- Oversee the parent affinity groups program, including the creation of new groups.
- Supervise student inclusivity and diversity clubs throughout the school.
- Advocate for students of diverse backgrounds, ensuring all families feel welcome and have the necessary support at Graland.
- Work with parent and alumni associations to assist their committees on matters related to diversity.





- Work with the Director of Marketing and Communications and team members as it relates to community and diversity initiatives.
- Serve as the liaison for NAIS, ACIS, and other relevant groups as it pertains to diversity initiatives for the school regionally and nationally. Connect the school with the surrounding community and community members.
- Track, document and report on diversity, equity, multicultural and inclusivity efforts and initiatives.
- Explore and investigate current trends in equity and inclusivity to discover the most successful practices.
- Perform other duties as assigned.

Professional Qualities

The next Director of Equity and Inclusivity at Graland Country Day will be:

- An experienced educator and administrator;
- An excellent communicator;
- Well-versed in the best practices of diversity, inclusivity; multiculturalism, and equity work;
- Someone whose educational vision is aligned with the Graland mission and philosophy;
- Someone who brings expertise and a forward looking philosophy regarding diversity, inclusivity; multiculturalism, and equity practices;
- Solid academic credentials.

Personal Qualities

Be a collaborative and supportive member of the Graland community who...

- Models caring, respect, patience, and appreciation of differences.
- Provides a safe environment for students.
- Upholds school, employee and family confidentiality.
- Represents school in position and in community – understands voice of school.
- Participates in effective communication that is responsible, descriptive, and nonjudgmental.
- Adheres to all school policies and procedures.
- As needed offers support during after-hours.
- Likes to work with people and create solutions.



Diversity and Inclusivity Philosophy and Policy

A key part of our mission and philosophy at Graland Country Day School is to prepare students to be engaged citizens and thoughtful leaders. We believe this includes teaching empathy, understanding and appreciation for all the differing backgrounds and viewpoints that individuals offer. Graland's commitment to diversity and inclusivity seeks to support our entire community of adults and students, as well as foster students of strong character. At Graland, our diverse community is one that embraces and celebrates the rich and unique qualities of each individual, characteristics that may include differences of race, ethnicity, gender, sexual orientation, socioeconomic status, age, ability, and religion.

Graland's commitment to diversity and inclusivity grows out of the School's longstanding commitment to intellectual excellence. We value critical thinking, cultural awareness and language proficiency as essential components of an education that prepares students for the global society in which they live. Our goals include embedding multicultural education in the curriculum, teaching students to treat other people with kindness and understanding, helping students identify and dispel stereotypes, developing a respect for diverse experiences and perspectives and enhancing students' appreciation of the richness of our society.

Our students' leadership skills will be determined to a great extent by how easily and comfortably they are able to work closely and collaborate with individuals from diverse backgrounds and experiences. To that end, we help our students understand, learn from and connect to the broader community through our programs, our commitment to a diverse and inclusive environment on campus and a variety of enriching service-related projects. We believe that through involvement with a broader community, our students learn to become responsible, thoughtful contributors to society.

Graland Country Day School is committed to diversity and inclusivity within our community, and will strive to uphold:

- the right to obtain an education in an environment that is respectful of differences;
- the right to curricula, educational and instructional materials that are inclusive of diverse perspectives;
- active recruitment and maintenance of a diverse student body, faculty, staff, and administrators.

May 10, 1994 (Revised May 5, 2014)



History of the Position

Graland originally created a part-time diversity coordinator position in 2011. Some notable accomplishments in the past six years include:

- Launching an affinity group program that meets the organic needs of the parent community; currently there are 13 groups meeting regularly.
- Administering the AIM (Assessment of Inclusivity and Multiculturalism) survey in 2014 to gain a pulse on our progress and to inform future initiatives.
- Developing the School Climate Advisory Committee that collaborates directly with the Head of School to enhance the school community.
- Garnering Graland participation in CIRCLE/STAMP conferences in Denver to ensure students, parents, teachers, and administrators are empowered to make change on local campuses.
- Supporting the Graland SEED program (Seeking Educational Equity and Diversity); this year, there are 15 faculty members meeting monthly for personal and professional growth.
- Developing the Graland Inclusivity Forum and Taskforce (GIFT) in cooperation with the parent association to bring awareness to diversity issues within education.
- Implementing a diversity professional development commitment that encourages every faculty and staff member to participate in diversity training at least once every three years.
- Advising the Board on the updated Diversity and Inclusivity Philosophy and Policy.
- Serving as a leader in the diversity network at the Association of Colorado Independent Schools to affect regional change.

How to Apply

Qualified applicants should send a cover letter, resume and salary requirements to syoung@graland.org. All applications are to be submitted electronically.

Graland Country Day School is an Equal Opportunity Employer.

It is the policy of Graland Country Day School to comply fully with all laws barring discrimination against employees, or applicants, for employment because of race, color, religion, sex, age, national origin, ancestry, sexual orientation, military discharge status or physical or mental handicap, or status as a disabled veteran or Vietnam-era veteran. This policy applies to recruiting, hiring, placement, promotion, discipline, demotion, rates of pay or other compensation, employee benefits, tuition assistance programs and termination of employment.