



Diversity, Equity and Inclusion Chair Job Description

The diversity, equity and inclusion chairman will report to the chapter president and will consult the chapter council to provide resources and guidance to adjust chapter policies, practices and traditions from the lens of diversity, equity and inclusion. She should be committed to building confidence in others and inspiring them to action through creating an inclusive community. She should be a role model for the chapter by demonstrating honor and integrity, engaging in social and civic interests, serving others and being true to Kappa Delta.

As she consults the chapter council, the DEI chair shall:

- Be familiar with all diversity, equity and inclusion resources on your campus
- Help the vice president-member education with the facilitation of the Identity Exploration Activity
- Facilitate and implement diversity, equity and inclusion initiatives for the chapter using campus and community resources/personnel to assist, as needed
- Assist in training SET leaders for the new-member program; Serve as a SET leader, if she desires
- Attend the monthly CAB/council meeting to report to the council and make recommendations to the group; Share information on the current climate of the chapter and any opportunities for growth; Provide the council with resources from on-campus opportunities
- Support the VP-member education with execution of assigned new-member program events
- Assist in the slating interview process and work with the vice president-operations on the planning and execution of the application and slating interview process
- Assist in officer transitions to ensure equity is a common theme and focus of each transitioning officer
- Assist the chapter council with planning and implementation of all chapter events and programs to ensure an inclusive environment, including but not limited to recruitment, sisterhood events/experiences, budgeting and financial conversations, etc.
- Present any suggestions or recommendations to the chapter council for review and approval. Before any new additions to the chapter's programming requirements or chapter calendar are confirmed, the chapter council must be notified and approve of the additions.