



CITY OF MINNEAPOLIS
invites applications for the position of:

Manager Equity and Inclusion

SALARY:	\$81,793.00 - \$100,294.00 Annually
JOB TYPE:	Full-time
DEPARTMENT:	CITY COORDINATOR
LOCATION:	City Hall, 350 South 5th Street, Minneapolis
VACANCIES:	1
CLOSING DATE:	03/09/15 08:00 AM
POSTING TYPE:	Open to the public

POSITION DESCRIPTION:

Provide leadership and coordination for the development, implementation, monitoring and measurement of the City's equity and inclusion efforts working toward the elimination of racial and placed-based disparities within the community.

JOB DUTIES AND RESPONSIBILITIES:

- Lead the City in developing, communicating and executing enterprise and community plans related to eliminating racial and placed-based disparities.
- Develop qualitative and quantitative measures of progress and success and report back to public and elected officials on City's equity efforts.
- Provide staff support for internal and external equity related committees.
- Assess the need and make recommendations for new policies and ordinances.
- Represent the City in State, Regional and National discussions related to equity and inclusiveness.
- Ensure equity-related initiatives and programs in other City Departments are coordinated around a common vision.
- Solicit and manage public and philanthropic grants and other resources.
- Establish and build relationships with a broad set of stakeholders, including non-profit, private, and public sector organizations working toward elimination of racial and place-based disparities.
- Serve as a liaison to Elected Officials and interact with government agencies and other organizations regarding equity policies and projects.
- Lobby City, County, State, and Federal Elected Officials on equity and inclusion programs and initiatives in conjunction with the City's IGR Department.
- Manage and maintain strong relationships with City leadership,
- Use proven and innovative methodologies to engage the community in development of plans and actions to address racial and place-based disparities.
- Work toward the achievement of the City's Vision, Values and Goals, in particular the values of Equity and Connectedness, and the One Minneapolis goal.

REQUIRED QUALIFICATIONS:

Minimum Education:

Bachelor's Degree in a related field.

Minimum Experience:

At least five years of related experience, in a position requiring comparable work, including experience in a lead role creating transformational change in a complex organization.

Equivalency:

An equivalent combination of related education and/or experience may be considered.

Background Check:

The City has determined that a criminal background check and/or academic check are necessary for certain positions with this job title. Persons offered employment must, as a condition of employment, sign an informed consent allowing the City to obtain their criminal history information in connection with the position sought. Applicants who do not sign the informed consent will not be further considered for the position.

Working Conditions: Office Setting.

Selection Process:

Any one or any combination of an evaluation of education/experience/Supplemental & Screening Question responses, an Oral exam, etc. may be utilized (100%). Human Resources reserves the right to limit the number included in any phase of the selection process. Interview may also include work simulation exercises, responding to written/oral questions, candidate assessments, etc.

This position is non-represented.

KNOWLEDGE, SKILLS AND ABILITIES:

- Preferred understanding of City government operations
- Strong supervisory and managerial skills.
- Ability to lead, organize and manage multiple projects
- Demonstrated leadership skills, conflict management skills and interpersonal skills
- Developed understanding of racial and place-based inequities and related current dialogue.
- Knowledge of collective impact model and philosophy
- Ability to thoughtfully communicate with and respectfully engage diverse stakeholders.
- Working knowledge of computer operations and applications.
- Knowledge of effective community engagement techniques
- Knowledge of and ability to impact transformational change in complex organizations.
- Ability to understand policy and management implications of program issues and make recommendations
- Knowledge of budget and financial systems
- Excellent oral and written communication skills, as well as presentation skills,
- Ability to effectively collaborate across disciplines, public agencies, community stakeholders and the private sector.

APPLICATIONS MAY BE FILED ONLINE
AT:
<http://www.minneapolismn.gov/jobs>

250 South 4th Street
Room #100
Minneapolis, MN 55415
(612) 673-2282

Position #2015-00043
MANAGER EQUITY AND
INCLUSION
IG

human.resources@minneapolismn.gov

Manager Equity and Inclusion Supplemental Questionnaire

* 1. How did you find out about this position? (Select all that apply)

- City of Minneapolis website
- City of Minneapolis department or employee
- City of Minneapolis job interest card
- Friend or family member
- League of Minnesota Cities website
- Government Jobs.com website
- Minnesota Jobs.com website
- Other website
- Linked In
- Other social media site
- Newspaper
- Other media
- College or University
- Community organization
- Job Fair
- Professional association

* Required Question