

CITY OF MINNEAPOLIS

# Deputy Director Racial Equity, Inclusion & Belonging

## Position profile

### OUR CITY



The City of Minneapolis is the largest city in Minnesota and nationally recognized as a progressive city with a strong economy and a highly engaged and diverse populace. Minneapolis is well positioned for continued growth and prominence.

Learn about what makes Minneapolis great.

[www.minneapolis.org/visitor](http://www.minneapolis.org/visitor)



Our city operates with a Mayor-Council form of government. The Mayor and 13 City Council members from individual wards are elected for concurrent four-year terms. The City Coordinator department is one of the 10 charter departments within the City. The Race & Equity Director reports to the City Coordinator and is responsible for providing vision and leadership in the implementation of the Strategic and Racial Equity Action Plan, in addition to other Race & Equity priorities. The division is responsible for the Trans Equity Summit, Northside Oral History Project, Truth and Reconciliation initiatives, as well as providing assistance on the Race Equity and Inclusion Analysis of policy changes. The Division of Race & Equity supports the Transgender Equity Council and the Racial Equity Community Advisory Committee. The City's annual budget is \$1.2 billion, and there are approximately 4,100 employees.



### OUR WORKFORCE

The employees at the City of Minneapolis faithfully serve the residents, businesses, and visitors of the City every single day. Some jobs are more visible in the community while some are behind the scenes, but each employee at the City plays a role in keeping Minneapolis a vibrant place that tops many lists.

Our employees look for ways to keep Minneapolis at the leading edge, offering services and policies that are more comprehensive and progressive than the vast majority of cities. Our employees are a key reason why Minneapolis is a place where all people have an equitable opportunity for success and happiness.

Our purpose, to serve the residents, businesses, and visitors of Minneapolis is at the foundation of everything we do. It shapes our priorities, our work, and our culture. It drives our employees to look for new ways to serve, creating an innovative and engaged culture.

*The employees of the City of Minneapolis  
are aligned for a singular purpose -  
to serve our community.*

### MISSION STATEMENT AND VALUES

Racial Equity, Inclusion and Belonging drives culture change throughout the City of Minneapolis.

## THE DEPARTMENT



Our team of bold, focused and interdependent racial equity leaders drives culture change throughout the City enterprise.

We work to integrate racial equity concerns into all levels of City policy and practice. Our goal is to improve the lives of residents by dismantling systemic disparities and institutionalized racism.



We collaborate with City staff and community members to:

- Reduce disparities for residents who are transgender or from communities of color.
- Foster community and government partnerships to craft innovative solutions.
- Create capacity-building tools to help staff, leaders, elected officials and residents understand issues of equity.
- Build advisory bodies so staff and residents can inform decision-making on policies to reduce racial and transgender disparities.



## THE POSITION

The Deputy Director is the Chief Operations Officer for the Department and assists the Director in providing the leadership and direction of the Department of Racial Equity, Inclusion and Belonging. The Deputy Director is mainly responsible for the internal and day to day operations of the department and provides oversight of projects, programs, and initiatives within the department. The Deputy Director, alongside the Director, develops and maintains strategic and key enterprise and external partnerships and relationships. Alongside the Director, the Deputy develops and manages the budget and overall strategy for the department.

- Participate in executive level decision making, developing, and maintaining organizational structure, agenda setting, strategic planning and budget development/oversight.
- Provide managerial supervision over department projects and initiatives.
- Alongside the Director, set a citywide racial equity framework and guide departments in the incorporation and evaluation of racial equity principles.
- Work with senior Enterprise leadership and elected officials to set and implement citywide racial equity strategic goals, policies and programs.
- Lead department policy setting.
- Assume the role and responsibility of the Director in the absence or at the direction of the Director
- Responsible for internal operations of the department.
- Evaluate department policies, programs, and initiatives.
- Work with leadership of the Office of Emergency Management to implement equitable and inclusive city-wide response for emergencies.
- Direct the research, development, and evaluation of programs and initiatives aimed at reducing racial and ethnic disparities internally and externally to the City.
- Provide support to supervisors and program managers for operational and personnel needs.
- Maintain an inclusive culture in the department.
- Represent the City and Department in state, regional and national platforms to discuss equity and inclusion work of the City.

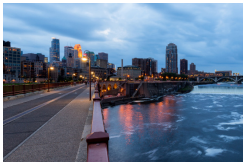


- Lead meetings with the Mayor, City Council, senior enterprise leaders, and department directors as well as officials of relevant external organizations regarding ongoing equity and inclusion initiatives.
- Lead and oversee the preparation of reports, research efforts, planning documents and presentations to elected official, external stakeholder groups and the public.
- Delegate staff and departmental resources as needed.



## DESIRED CAPABILITIES

- This position requires supervisory experience at a Senior level.
- Experience working with elected officials and executive elected officials.
- This position requires an expertise in racial equity and anti-racist policy development.
- This position requires experience working with Senior level leaders in municipal as well as Statewide government.
- Experience managing multiple projects with city and or statewide scopes of interest
- Experience leading execution of citywide projects, policies, and initiatives.
- Strong oratory skills preferred.
- Experience testifying/presenting before elected/legislative bodies.
- Strong ability to develop and maintain relationships with executive level elected officials
- Strong ability to develop and maintain relationships with elected officials and legislators
- Knowledge of how to navigate political environments.
- Demonstrated ability to work with diverse communities and stakeholders.
- Ability to analyze and evaluate problems and issues at strategic levels.
- Ability to plan, organize, direct, coordinate and supervise the work of staff and complex projects.



In addition, the City has adopted the following competencies for all leadership positions:

- **Focus on results:** takes initiative, drives for results, and establishes stretch goals;
- **Personal capability:** demonstrates technical/professional expertise, solves problems and analyzes issues, innovates, and practices self-development;
- **Character:** displays high integrity and honesty;
- **Leading change:** develops strategic perspective, champions change, and connects the group to the outside world;
- **Interpersonal skills:** communicates powerfully and prolifically, builds relationships, develops others, inspires and motivates others to high performance, and collaborates and fosters teamwork;
- **Cultural agility:** demonstrates an awareness of, and sensitivity to, the needs and concerns of individuals from different perspectives, cultures, and backgrounds. These differences may include education, job preference, work style, race, gender, country of origin, disability, age, sexual orientation, gender identity, etc. Respects differences and adjusts behavior and communication style to best meet the needs of the group or individual. Accepts one's own cultural identify and sees the value of other points of view; and

- **Strives to create a racially equitable work environment:** develops policies, practices, and makes strategic investments to reverse racial disparity trends, eliminate institutional racism, and ensure that outcomes and opportunities for all people are no longer predictable by race. Through consistent behaviors and actions, fosters an equitable work environment. Creates fair and just opportunities and outcomes for all people.

#### **EDUCATION AND EXPERIENCE**

Bachelor's degree or equivalent. Command of and experience with anti-racist strategies, tools, and principles. Organizational and personnel management. Project management and policy development. Knowledge of executive Mayor government structures. Five years of relevant work experience at minimum.

#### **COMPENSATION**

This appointed position has a competitive compensation package. Salary ranges from \$118,300 to \$140,236, depending on experience. Benefits include health and dental insurance, flexible spending accounts, disability insurance, employee assistance program, vacation, sick leave, paid parental leave, pension plans, and deferred compensation retirement savings.

#### **TO APPLY**

The position will remain open until October 16, 2023. To apply and submit your resume for this opportunity, go to the [City of Minneapolis career page](#).

The City of Minneapolis is an Equal Opportunity Employer.