

CITY OF MINNEAPOLIS

Director of Race & Equity

Position profile

ABOUT THE CITY OF MINNEAPOLIS



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



Our city currently 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

We work to integrate racial equity concerns into all levels of City policy and practice.

By doing so, we aim to dismantle systemic disparities
and institutionalized racism to improve the lives of residents.

THE POSITION



The Race & Equity Director assists departments in developing goals and expectations to advance racial equity, accelerating the City's efforts and progress around racial equity goals and creating accountability mechanisms by ensuring regular reporting to policy makers. The Race & Equity Director also assists elected officials in the creation of policy that advances the enterprises racial equity goals and assists them in identifying internal process owners and mechanisms of accountability. Additionally, the Race & Equity Director will:



- Develop and adapt a strategic racial equity framework that clearly articulates vision, purpose and definitions to guide departments in incorporating racial equity principles into their operations, programs, services and policies.
- Develop, in coordination with departments, community partners and policymakers, the City's racial equity action plan, and monitor progress of its implementation.
- Partner with human resources department in designing and/or ensuring the City offers a broad-based training and capacity building curriculum.
- Identify focus areas and support the development of policies and actions that improve racial equity in institutional and organizational practices including hiring, training retention and promotion, and business practices such as contracting, procurement and grant writing.
- Assist all departments in their inclusion of racial equity principles in all aspects of strategic planning and budgetary planning, including annual business plans and Council actions.
- Assist departments in developing guidelines for outreach and community engagement to ensure that all communities receive information and can shape City policies and services.
- Manage and maintain strong relationships with a broad set of internal and external stakeholders, including senior government officials and private and nonprofit sector leaders in the community.
- Assist in collaboration with the pertinent departments in developing, setting, and/or supporting existing supplier diversity, workforce diversity, diversity of boards and commissions and any other goals as determined by the policy makers that impact the racial equity framework. Develop and foster a clear vision for the Department while promoting improvement and change.
- Increase community engagement efforts particularly in relation to the City's cultural communities.
- Develop analytical tools to support all departments in identifying the racial equity impacts of policies and decisions.
- Provide a forum for exchange of information and identification of opportunities for collaboration across departments on practices that advance racial equity.
- Analyze data in collaboration with pertinent City departments. Create and maintain a website and other informational tools to document the City's efforts and progress in advancing racial equity.
- Staff community advisory boards that are tasked with advancing the City's racial and transgender equity efforts.
- Provide leadership on internal and external equity related committees.
- Represent City in State, Regional and National discussions related to equity and inclusiveness.
- Assess the need and make recommendations for new policies and ordinances in conjunction with elected officials and applicable departments.

DESIRED CAPABILITIES



The ideal candidate has outstanding and demonstrated experience leading race equity efforts and being a champion for race equity initiatives that challenge the norm. Our new leader will have extensive experience moving race equity goals throughout an organization and impacting policy. Candidates should have knowledge of budgeting, fiscal administrations, management and long-range planning. The ability to deal effectively with people in difficult and/or controversial situations. Skilled at building relationships and influencing without authority. Ability to communicate effectively orally and in writing with a wide variety of people/groups and respectfully engage diverse stakeholders around a shared vision for achieving results. Strong understanding of the mechanics of city government, and familiarity with and knowledge of public sector innovation.



Desired leadership characteristics include:

- Balance the need of strategic thinking and direction with the day-to-day management of the department.
- Have a high degree of integrity and work ethic.
- Collaborate with other government agencies, neighborhood groups, policy makers, and City staff and leadership to achieve goals of the City.
- A strong champion for change.
- Ability to operate professionally amid difficult times.



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 along with ten years of leadership experience with a command of and experience with concepts; strategies; and analysis of diversity, equity and inclusion principles, plus supervisory experience. Experience or understanding of regulatory tools and processes designed to promote racial equity is preferred.

COMPENSATION

This appointed position has a competitive compensation package. Salary ranges from \$122,460 - \$145,165 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 filled. Priority will be given to those who submit a resume and cover letter by December 10, 2021. 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.