

## **AIGA DFW Director of Diversity & Inclusion**

*Minimum Tenure: 2 years*

*Maximum Tenure: 4 years*

### **Mission:**

Encourage diversity in design education, discourse, and practice to strengthen and expand the relevance of design in all areas of society. Champion diversity, equity, and inclusion within the design profession by supporting and celebrating a diverse array of designers. Augment ongoing AIGA programs with new ideas and resources by raising awareness, offering guidance to the organization and its members, and participating in purposeful dialogues and activities.

### **Responsibilities:**

- Collaborate with each committee leader to ensure all programs and initiatives are inclusive, equitable, and represent the diversity of the region.
- Know the demographic makeup of the regional population, design industry, and our members.
- Identify and grow a list of successful design leaders with underrepresented identities (ex: women, BIPOC, LGBTQ+, disabled) to recommend as speakers/panelists as needed.
- Provide articles and resources related to diversity in design to share on social channels.
- Be mindful of times when design diversity can be highlighted with a custom blog post.
- Manage the Diversity & Inclusion Committee
- Manage long-term and short-term (seasonal) projects including:
  - EMERGE
  - Portfolio Review
  - Mentor Matchmaking
- Engage with National DEI Task Force and other DEI chapter leaders
- Ongoing education in topics such as ethnography, anthropology, cultural studies, social change, and civic engagement
- Hold monthly committee meetings to discuss goals, remind team of best practices, applaud achievements, strategize engagement, and plan changes as necessary.
- Maintain one-on-one contact with team members to ensure that strengths are leveraged and that individuals are satisfied / feel like an appreciated part of your crew.

### **Skills + Traits:**

- Experience leading/managing a team
- Organized and able to multitask
- Familiarity with organizing and planning events with many moving parts
- Excellent verbal and written communication skills
- Comfortable working remotely: resourceful, independent, self-motivated, use of digital tools, team player, cross-cultural literacy