St. Teresa’s Academy

St. Teresa’s Academy (STA) is a Catholic, accredited, college-preparatory high school that provides young women with a premier education that includes a rigorous academic curriculum and technology program, award-winning arts and athletics programs, and service and mission opportunities. STA, founded by the Sisters of St. Joseph of Carondelet, educates young women to think critically, encourages them through Catholic values to serve others, and empowers them to make a profound impact on the world.

The Director of Community & Campus Inclusion is responsible for upholding the mission of St. Teresa’s Academy and for the continuation of diversity and inclusion as a key component of the school’s philosophy, which has been present since its founding in 1866.

The Director will collaborate with the President and the Principals of Academic Affairs and Student Affairs to create and assist in the delivery of programming and best practices that support the school’s diversity, equity, inclusion and belonging (DEIB) goals. This includes working with the Recruitment & Enrollment department and the Director of Alumnae Relations.

The Director will research, provide recommendations, and assist in implementing DEIB programming for students, faculty, staff, and the STA community. The Director will stay abreast of DEIB research and innovations and ensure continued growth in diversity for the Academy.

We offer a terrific benefits package including:

- Discounted tuition for employees’ daughters attending STA
- Medical, dental, and vision plans
- FSA/HSA plans
- Life & voluntary life
- Short-term & long-term disability
- Critical illness
- 403(b) retirement savings plan with school match
- Generous paid time-off benefits including long holidays and seasonal breaks typically enjoyed by schools!

| Responsibilities |

The director will advance STA’s DEIB efforts in all aspects by:

- Creating and delivering high-value DEIB programming and messaging to the STA community.
- Performing ongoing needs assessments related to DEIB at the Academy.
- Facilitating implementation of STA’s Strategic Plan related to DEIB goals.
• Leading and serving on committees related to DEIB.
• Work with HR and administration to ensure DEIB is an integral component of recruiting and onboarding efforts.
• Collaborate with internal departments to ensure diversity is represented in marketing and communication efforts.
• Work with the Recruitment & Enrollment Department to ensure student recruiting strategies, materials and events appeal to and attract a diverse student base.
• Develop and expand DEIB competencies for STA faculty and staff.
• Plan, develop and present educational seminars for the STA community.
• Represent STA in a professional capacity at various events, meetings and conferences.
• Provide and maintain relevant data regarding DEIB for the school.
• Support student programs and affinity groups related to equity, inclusion and belonging.
• Collaborate with the Alumnae Director to strengthen community connections.

| Qualifications |

• Strategic and educational mindset to successfully create and deliver DEIB programming and communication to the STA community of students, parents, alumnae and friends, and faculty and staff.
• Ability to model inclusive leadership in action and communication.
• Demonstrated study, knowledge and experience in DEIB programming challenges and opportunities.
• Proven ability to build relationships across multiple departments and offices.
• Strong written and verbal communication skills plus situational awareness.
• Knowledge and experience working with students as well as adults in an academic or similar environment.
• Strong analytical skills and ability to design methods of measuring progress using key metrics. Ability to conduct both qualitative and quantitative assessments to gauge successes and opportunities.
• Bachelor’s degree in education or curriculum, or a related professional degree.
• Understanding of the Catholic faith, single-sex schools, and the mission of the Sisters of St. Joseph of Carondelet preferred.

We believe that recognizing each person’s authentic self and the multitude of differences that exist in our society creates a meaningful community built on mutual respect and dignity for all.

| St. Teresa’s Academy is an Equal Opportunity Employer |