

Director of Education, Outreach, and Diversity (7398U) -  
8594  
University of California Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=143276>

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Posted Jun. 24, 2020, set to expire Aug. 23, 2020

<b>Job Title</b>	Director of Education, Outreach, and Diversity (7398U) - 8594
<b>Department</b>	
<b>Institution</b>	University of California Berkeley Berkeley, California
<b>Date Posted</b>	Jun. 24, 2020
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Director/Manager Director/Manager
<b>Academic Field(s)</b>	Natural Sciences Natural Sciences
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**Job Description**

Director of Education, Outreach, and Diversity (7398U) - 8594  
About Berkeley

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the transformative opportunity it provides to a large and diverse student body; its public mission and

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commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [\[url=https://apptrkr.com/get\\_redirect.php?id=1935561&targetURL=https://strategicplan.berkeley.edu/guiding-values-and-principles/\]](https://apptrkr.com/get_redirect.php?id=1935561&targetURL=https://strategicplan.berkeley.edu/guiding-values-and-principles/)Guiding Values and Principles, our [\[url=https://apptrkr.com/get\\_redirect.php?id=1935561&targetURL=https://diversity.berkeley.edu/principles-community\]](https://apptrkr.com/get_redirect.php?id=1935561&targetURL=https://diversity.berkeley.edu/principles-community)Principles of Community, and [\[url=https://apptrkr.com/get\\_redirect.php?id=1935561&targetURL=https://strategicplan.berkeley.edu/\]](https://apptrkr.com/get_redirect.php?id=1935561&targetURL=https://strategicplan.berkeley.edu/)our Strategic Plan[\[url=https://apptrkr.com/get\\_redirect.php?id=1935561&targetURL=https://strategicplan.berkeley.edu\]](https://apptrkr.com/get_redirect.php?id=1935561&targetURL=https://strategicplan.berkeley.edu).

#### Application Review Date

The First Review Date for this job is: July 7, 2020

#### Departmental Overview

This position is located in the College of Chemistry at UC Berkeley, home to some of the top chemistry programs in the world. The position is part of a multi-institutional federally funded Center ("the Center") working at the interface of chemistry, biology, and materials science. The Center is primarily based at UC Berkeley, with collaborators at five other institutions across the United States.

#### Responsibilities

Coordinates education and outreach programs, including the development of new programs pursuant to the Center's strategic plan and input from Center team members. The individual will have a great deal of independence in improving existing programs and proposing new initiatives. Specific current examples include:

\* Solicit and review posts for the Center's blog. \* Improve existing outreach activities for informal K-12

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science education settings \* Train team members not familiar with existing outreach activities. \* Work with developers on upgrades to a citizen science online video game. \* Identify opportunities for students, postdocs, and faculty to present their research in an informal setting and coach participants. \* Evaluate impacts of existing programming on participants, identify areas that need improvement. Responsible for creating and delivering professional development opportunities for Center researchers: undergraduates, graduate students, and postdocs. Specific current examples include:

\* Deliver workshops that help researchers prepare for the job market, including how to identify possible jobs, CV-to-resume conversion, how to prepare for interviews, etc. These workshops will help researchers communicate the unique interdisciplinary skill set they acquired as part of the Center. \* Establish a research exchange program for Center members to travel and learn from investigators in other labs. \* Lead the development of a Center-specific science communication course that focuses on translating chemistry concepts for a general audience. \* Lead the development of leadership workshops that prepare students and postdocs to be effective, empathetic leaders in academia, industry, and society. \* Identify partners to lead training in intellectual property, innovation, entrepreneurship, and other topics of interest to the Center community. \* Develop and implement evaluation tools to measure efficacy of the Center's professional development program. \* Plan and administer all aspects of the Center's multi-site undergraduate research program, including: recruitment and selection of participants; organizing stipends, travel, room and board; supports participants and mentors to ensure all parties have a positive experience, develop and perform program evaluation. \* Identify partner sites for a post-baccalaureate research program anticipated to start ~2023.

Communicates the Center's education, outreach, and diversity goals to a broad range of audiences, and actively contributes to the broader impacts community at the College of Chemistry and beyond. \* Present program evaluation and progress to the internal Executive Committee semiannually. \* Contribute relevant sections to annual reports and other funder-requested documents and writes short- and long-term plans for further developing Center initiatives. \* Regularly communicate Center goals and activities with institutional broader impacts partners at Berkeley and other Center institutions, identifies ways for the Center to boost the impact of existing programs or contribute new programming to fill gaps. \* Act as a resource on issues of diversity/equity/inclusion, higher education, and informal science learning within the Center and the College of Chemistry. \* Participate in the diversity, education, and outreach intellectual community. \* Attend national conferences to recruit talented students from underrepresented groups to the Center's undergraduate, graduate, and postdoctoral programs and to present successful Center initiatives to the broader community. \* Serve on committees related to education, outreach, and diversity at UC Berkeley and beyond, including College of Chemistry committees related to diversity, inclusion, equity, and wellness. \* Participate in campus-level and national organizations promoting broader impacts including the Coalition for Education and Outreach (UC Berkeley), National Association of Broader Impacts, the Center for Advancement of Informal Science Education, or similar. \* Lead the development of the Center's evaluation program

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and publication of these data.

#### Required Qualifications

\* Knowledge of or ability to learn common campus-specific and other computer application programs. \* Advanced analytical/problem-solving skills. \* Strong communication and interpersonal skills to communicate effectively; both verbally and in writing. \* Ability to multi-task with demanding timeframes. \* Ability to use discretion and maintain all confidentiality. \* Experienced in quantitative and qualitative program evaluation: including survey design/validation/interpretation of results, how to run focus groups, and IRB protocols and procedures. \* Bachelor's degree in related area and/or equivalent experience/training.

#### Preferred Qualifications

\* Masters or PhD in natural sciences (Chemistry preferred) with 3-5 years of experience in diversity, education, and/or outreach work, and/or equivalent experience/training. \* Expertise in program evaluation strongly preferred. \* Domain-specific knowledge in the science education and diversity space, chemistry-specific knowledge preferred

#### Salary & Benefits

This is an exempt, monthly paid position. Annual salary is commensurate with experience within the range of \$60,800.00 - \$88,500.00.

For information on the comprehensive benefits package offered by the University visit:

[url=https://apptrkr.com/get\_redirect.php?id=1935561&targetURL=https://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html]https://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html

#### How to Apply

Please submit your cover letter and resume as a single attachment when applying.

#### Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

#### Mandated Reporter

This position has been identified as a Mandated Reporter required to report the observed or suspected



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abuse or neglect of children, dependent adults, or elders to designated law enforcement or social service agencies. We reserve the right to make employment contingent upon completion of signed statements acknowledging the responsibilities of a Mandated Reporter.

### Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant see:

[url=https://apptrkr.com/get\_redirect.php?id=1935561&targetURL=https://www.eeoc.gov/sites/default/files/mig

For the complete University of California nondiscrimination and affirmative action policy see:

[url=https://apptrkr.com/get\_redirect.php?id=1935561&targetURL=http://policy.ucop.edu/doc/4000376/Nondis

To apply, visit

[url=https://apptrkr.com/1935561]https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/H

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### Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### Contact

N/A

University of California Berkeley

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