



Diversity Project Group General Member

Diversity Project Group General Members will assist the NACA Office in leading the diversity, equity, inclusion, and accessibility (DEIA) initiatives for the Association. They will aid in the integration of DEIA practices throughout the Association. Members are expected to participate in semi-regular meetings and work independently to achieve key tasks of the group.

Key Competencies: Training, Cultivating a Sense of Belonging

Specific Responsibilities:

- General members will assist the office with DEIA projects, working independently and in small groups, on projects including:
 - Developing and delivering a recorded DEIA 101 training session to be used in the volunteer onboarding process and continual professional development.
 - Creating a DEIA 101 educational presentation to be presented at location conferences by RLT team members.
 - Assisting with reviewing the NACA® Competencies for Diversity and Inclusion and making recommendations, if any, regarding revision.
 - Revising competencies based on approved recommendations.
- Additional responsibilities as assigned and agreed upon with NACA office staff liaison.

Qualifications/Expectations:

- At least 3 years of experience in campus activities, preferably in diversity, equity, inclusion, and accessibility-related areas.
- General knowledge of trends and issues related to diversity and inclusion in the context of student affairs.
- Must articulate a passion for DEIA as expressed in the NACA® Diversity Statement.
- Supports NACA programs through attendance whenever possible.
- Part-time (50%) or full-time employment by a NACA member institution.
- You are encouraged to speak with your supervisor regarding opportunities presented by volunteering with NACA, as well as possible support required.
 - These opportunities include professional and personal growth, gaining and honing competencies, networking with colleagues nationwide, and experiences to bring back to the institution to enhance campus activities.
 - Support may refer to funds to attend NACA events and time during the workday to participate in virtual meetings/educational programs.
- If the volunteer changes jobs during the position's term, the NACA Volunteer Development Specialist must be informed of this change within two weeks.
 - The new school must also be a NACA member. If not a member school, the school must join as a member within 30 days of hiring.

Association Support:

- NACA Google Drive
- Zoom

- NACA Competencies for Diversity and Inclusion
- NACA's Statement on Diversity, Equity, and Inclusion

Term of Service/Time Commitment: Dependent upon project(s).

NACA Office Liaison: Director of Education and Research

Competencies:

- Relationship Development
- Training
- Recruitment and Retention
- Policy Knowledge, Development, and Management
- Networking and Business Relationships
- Professional Development
- Cultivating a Sense of Belonging