

Job Description: Director of Diversity

* Act as Chair to Diversity Committee and subcommittees
* Build out and Appoint Diversity and subcommittees: Diversity Support Group for Therapists, Diversity Outreach, Diversity representation in Clinical Training
* Engage in intentional outreach to Diverse individuals and communities
  + Coordinate with Membership Dir for membership inclusion
  + Coordinate with Clinical Training Director and full Board to ensure issues of diversity and inclusion are represented within Clinical Training opportunities as well as presenters
* Utilize Wild Apricot email network to periodically communicate to Membership
  + Eg - recognition of Black Awareness month, highlighting a pioneer such as Maya Angelou
  + Eg – keeping Membership apprised of Diversity activity
* Develop, build out, and manage Diversity page of OC CAMFT website
* Coordinate with Marketing Dir and Website Dir to ensure communications and website represent diversity visually and contextually
* Propose and present new ideas about how the Board can engage in highest quality Diversity & Inclusion and Cultural Awareness initiatives
* Report the activities of the office to the Board of Directors and to the membership in a timely manner.
* The Director of Diversity shall maintain contact with all officers, directors, committee chairs and members of the chapter by means of

either letter, telephone or personal contact.

* The Director of Diversity should attend all meetings of the chapter board of directors, chapter members and majority of events sponsored by the chapter.
* The Director of Diversity, in all business activities of the chapter including correspondence and personal contacts, shall act and speak in a professional manner so as to give a favorable and professional   
  impression of the chapter.