Position Opening:
Dean of Equity, Inclusion and Belonging
Senior Administrative Team Position

Date Posted: November 7, 2023
Start Date: July 1, 2024
Classification: 12-month, Full-Time, Exempt

The School: The Cambridge School of Weston, Weston, MA, www.csw.org

The Cambridge School of Weston (CSW) founded in 1886, provides a progressive education that emphasizes deep learning and meaningful relationships through a dynamic program that inspires students to discover who they are and what their contribution is to their school, their community and the world.

Located 12 miles from Boston and Cambridge, we are a day and boarding high school community of approximately 310 students. Our unique Module System forms the framework for our progressive educational program, allowing us to offer more than 200 classes. All classes meet for 90 minutes each day, taught over six, six-week modules. Our pedagogy promotes active, experiential learning within a curriculum designed to accommodate the interests and experiences of individual students. We welcome the perspectives of different ethnicities, races, classes, religions and sexual orientations that enhance our mutual understanding. Furthermore, CSW is proud to be the first independent school in the country to create a Social Justice Requirement for graduation — evidence of our deep commitment to cultivating engaged citizens with global consciousness and a sense of social responsibility.

The Position:
CSW seeks a Dean of Equity Inclusion and Belonging to join the senior leadership team at CSW. Reporting to the Head of School, the Dean of Equity and Inclusion is charged with fostering and developing CSW’s long-standing commitment to diversity, equity, inclusion, and belonging, as well as its cornerstone social justice programming. We seek a proven, visionary leader who can build on our very strong foundation and take us to the next level in this vital school work.

The Dean of Equity of Inclusion and Belonging will play a central role in a number of key strategic and organizational areas, including:

- Partnering with members of the senior administrative council and the Board of Trustees to strengthen and promote CSW's position as a nationally recognized leader in DEIB (Diversity, Equity, Inclusion, and Belonging) practices in independent schools.
- Ensuring CSW’s hiring and retention of a diverse, culturally competent teaching faculty
- Designing opportunities for professional growth and development for all adults in the community
- Actively enabling and leading our efforts to grow further as a community, both day and boarding, students and adults, with a strong commitment to the principles of equity and justice that lay at the core of our progressive educational model
Role Description:

- Work strategically with the Head of School and Board of Trustees to advance the mission and institutional priorities of the school.
- Provide insight, perspective, and advice on issues of diversity, equity, and inclusion as a member of the senior administrative team, to ensure that CSW programs, policies, and practices are mission aligned.
- Lead collaborative efforts to promote equitable and inclusive hiring practices, and the retention of a diverse faculty and staff.
- Provide leadership on adult professional development and growth, especially with diversity, equity, inclusion, and belonging literacy.
- Inform and deliver strategic equity, inclusion, and belonging programs and initiatives across the institution, working collaboratively with constituencies.
- Inform the advisory, assembly, We Are Wednesday, and PACE (Promoting Awareness and Community Engagement) programs to maintain alignment with the institution's goals for diversity, equity, inclusion, and belonging.
- Work collaboratively with the academic leaders of the school to ensure the curriculum reflects diverse perspectives and is inclusive of a wide range of backgrounds and experiences.
- Work collaboratively with academic leaders and faculty to offer equitable and inclusive pedagogical practices.
- Enhance and maintain the school’s commitment to cultural competency, and non-discrimination of all kinds, acknowledging the broad diversity of the school, with a deep awareness of the experiences of underrepresented students and their families.
- Supervise the Director of Student Programs (for leadership, equity, and inclusion) and the Advisor for East Asian students.
- Advise and partner with families to ensure a strong, inclusive community, with a particular focus on the needs and experience of underrepresented families.
- Serve as a member of the Enrollment Management, Crisis Response, Daily Operations, Deans and Directors, and Senior Administrative teams, and other groups and committees as needed.
- Serve in our Residential Program as Administrator-on-Duty, typically one weekday and one of every four weekends.
- Teach/co-teach course sections, related to social justice.

Skills and Qualifications:

- Bachelor’s and master’s degrees in the humanities, education, human or organizational development and/or multicultural studies required
- Administrative experience in schools or higher education, progressive settings preferred
- A minimum of 5 years’ experience as a DEIB professional serving on a senior administrative team, leading institutional change and innovation in inclusive curriculum and policy
- Experience in pedagogy and curriculum, and the ability to help further develop our existing social justice classes
- Ability to create and present information and educational programming pertaining to diversity, equity, inclusion, and belonging to all constituencies in and beyond the school
- A good networker, preferably someone with familiarity with student opportunity programs, such as Prep for Prep, NJ SEEDS, ABC, TEAK, The Wight Foundation, etc. and connections with other national multicultural professional organizations
- Highly effective communicator in both written and spoken mediums
- A skilled collaborator and team-builder, especially in diverse work settings
- Participation and/or leadership in in-depth training in diversity, equity, inclusion and multicultural practices at nationally recognized seminars and workshops
- Ability to work collegially with multiple constituencies
- Demonstrated interest in working with adults and young people in a day/boarding secondary school environment
Benefits with This Position:

- On-campus housing and parking
- No-cost on-campus dining, seven days per week, during the academic year
- Location approximately 12 miles from Boston, Cambridge, and Logan Airport
- Campus is also one mile from the MBTA Commuter Rail to Boston and Cambridge, and less than two miles from highway Interstate Route 95
- Multicultural Waltham, MA, with Brandeis University and a celebrated “restaurant row,” is 3 miles away
- Health and wellness benefits — individual and family group health, dental & vision insurance, medical and dependent flexible spending accounts, group life insurance, short and long-term temporary disability benefits, workers’ compensation insurance, and unemployment compensation
- Eligible employees may participate in TIAA retirement income plan that includes a matching contribution by CSW. (They may also contribute to a voluntary tax-sheltered annuity not matched by CSW.)
- Annual paid time off: 22 vacation days, plus 18 holiday days, 10 sick and 1 personal days

To Apply for This Position:
Please email, all contained in one pdf, the items listed below:

- cover letter, containing your professional statement on equity, inclusion and belonging
- resume
- name, title and contact information for three professional references, including one direct supervisor (past or present),

to: Christine Savini, Principal Consultant, Diversity Directions

email: csavini@diversitydirections.com

Deadline for Application:
Position will remain open until filled.

School Description:
A leader among America’s progressive independent schools, The Cambridge School of Weston (CSW) has been at the forefront of educational innovation since 1886. At this day and boarding high school located in Weston MA, creative, motivated students embrace challenging work and address complex questions — with curiosity and courage. Inspired by the diverse perspectives and high expectations of our justice-minded community, they find and develop what is extraordinary in themselves and in the world around them. CSW’s mission is to provide a progressive education that emphasizes deep learning, meaningful relationships, and a dynamic program that inspires students to discover who they are and what their contribution is to their school, their community, and the world.

The Cambridge School of Weston does not discriminate on the basis of race, color, religious creed, retaliation, national origin, ancestry, sexual orientation, gender, gender identity/expression, disability, mental illness, genetics, choice of health insurance, marital status, age, veteran status, or any other basis prohibited under applicable law. We are an equal opportunity employer, and we encourage candidates who will increase our diversity to apply.