

CENTRAL TEXAS CONFERENCE OF THE UNITED METHODIST CHURCH

3200 East Rosedale
Fort Worth, Texas 76105

JOB TITLE:	Coordinator for Diversity, Equity, and Inclusion	STATUS:	Full-time - Exempt
REPORTS TO:	Episcopal Office	EFFECTIVE DATE:	1 January 2022

Job Summary

The Coordinator for Diversity, Equity, and Inclusion (DEI) is responsible to provide leadership for the work to **End Racism In Our Lifetime** in the Central Texas Conference (CTC) including moving CTC members from awareness to action with respect to racism and all aspects of DEI. The person in this role will work with the Bishop, Cabinet, Conference staff, and Conference Boards, Councils, committees, and teams, including the Inclusiveness Umbrella Team.

Essential Functions

- Ensure alignment of DEI work with CTC mission
- Implement and evaluate Conference plan to **End Racism In Our Lifetime**
- Support and resource the CTC Inclusiveness Umbrella Team as it leads to bring about diversity, equity, and inclusion in all areas of Conference life
- Teach, train, and coach intercultural competency among CTC clergy and laity
- Develop system(s) that promote long term sustainability of DEI effort and ministry
- Regularly communicate progress and adjustments of DEI effort to CTC leadership

Other Responsibilities

- Support/consult the Bishop and Cabinet, clergy, and churches in CR/CC appointments
- Support/consult the BOM in developing intercultural competent clergy
- Support local churches in conversations and developing strategies to End Racism and increase intercultural competency
- Support and resource churches working to become more multi-ethnic/multi-cultural

Core Competencies

- Committed disciple of Jesus Christ
- Commitment to Wesleyan approach to theology and ecclesiology
- Trained in intercultural assessment and development
- High level of self-awareness and learning agility
- High capacity for building and working with a team
- Life-long learner

Requirements

- Commitment to CTC mission, vision, and core values
- Understanding of UMC structure and governance
- Bachelor's degree in DEI related field
- Two years of experience leading DEI work
- Demonstrated ability to communicate verbally, in presentations, and in writing
- Demonstrated ability in leading adult learning
- Demonstrated commitment and competency to intercultural development
- Effective in developing, nurturing, and sustaining relationships

Physical Requirements

- Computer work
- Moving among CTCSC offices
- Travel throughout the CTC as necessary