



WASHINGTON STATE
DEPARTMENT OF CORRECTIONS

EQUITY AND INCLUSION ADMINISTRATOR

Given the ever changing social and cultural makeup of the workplace, we are fervently committed to upholding high standards of Equity, Diversity, Inclusion, and Respect (EDI-R) throughout the Department of Corrections. In this commitment, we are searching for an Equity and Inclusion Administrator who will provide guidance, consultation, advice, and coaching to executive and senior DOC leadership to reduce disparities and improve equitable and just outcomes for our staff and those under our care.



Salary Range \$105,220 - \$128,856 Annually
Location State of Washington

DOC is an equal opportunity employer and does not discriminate on the basis of race, creed, color, national origin, sex, marital status, sexual orientation, gender identity, gender expression, age, honorably discharged veteran, veteran status, genetic information, or the presence of any sensory, mental or physical disability or the use of a trained guide dog or service animal by a person with a disability. Our agency reserves the right to make a hiring decision at any time.

THE OPPORTUNITY

The Equity and Inclusion Administrator will be the Department's representative on the Statewide Diversity, Equity and Inclusion Council and provide input on key statewide initiatives, presenting the work of this council to Executive Strategy Team (EST). The candidate of choice will be responsible to review and report to the EST on all external reports that deal with equity, inclusion, and diversity, to include Governor's executive orders, Office of Equity requirements, OWMBE and State Human Resources. You will also lead the implementation of the Pro-Equity Anti-Racism (PEAR) effort as set forward in the Governor's Executive Order 22-04.

In this role, you will make recommendations for improvements for key performance metrics. Additionally, you will support development and implementation of recruitment, hiring and retention practices, policies, programs, strategic initiatives, agency request legislation, and leadership competencies to improve workforce diversity, equitable and inclusive outcomes.

The DOC is excited to add a colleague who shares our vision of public service and is committed to an equitable and inclusive culture that fosters and inspires excellence. We are interested in adding a professional to our team who has a desire to lead, train and direct others regarding equity, diversity, inclusion, and respect.

THE WASHINGTON STATE DEPARTMENT OF CORRECTIONS

Our mission at the Department of Corrections (DOC) is to 'improve public safety by positively changing lives'. We recognize that staff are our greatest asset, and the efforts of our talented workforce are how we achieve our mission. With a vast number of innovative sustainability programs, and evidence-based practices used to reduce recidivism, Washington State is highly regarded as a strong leader in the field of Corrections. Besides comprehensive family insurance for medical, dental, and vision, these perks also may include:

Up to 25 paid vacation days per year

8 hours of sick leave per month

A generous retirement plan

Deferred compensation

12 paid holidays a year

And much more!

This executive search is open and continuous. If you would like to discuss the position prior to applying, please contact Mackenzie Conley at 509-630-9160 or mackenzie.conley@doc1.wa.gov.

COVID 19 VACCINATION REQUIREMENT

Pursuant to Emergency Proclamation 21-14, all Washington State executive branch employees, on-site contractors, and volunteers must be fully vaccinated against COVID-19 by time of employment. As a condition of employment, the successful candidate will be required to provide proof of their COVID-19 Vaccination as part of the hire process for all positions within our agency.

TELEWORK DETAILS

As a member of the Department's Executive Strategy Team (EST), this position is required to work in office at least three (3) days per week. Work outside of the office may be performed anywhere within the state of Washington. In addition, the incumbent will need to be able to travel to DOC facilities across the state.