



WORK-STUDY OPPORTUNITY

Position Title: Equity & Inclusion Mentee (2)
Reports To: Miguel Rodriguez – Talent Development & Inclusion Strategist

Department: Human Resources
Location of Workspace: Human Resources office**, and occasional off site locations

SUMMARY OF POSITION:

Assist the Talent Development & Inclusion Strategist in the advancement of equity work at OMSI while increasing knowledge of and combatting cultural, social, historical, and racial systems of oppression. Engage with both OMSI and non-OMSI community members to identify additional resources and creative methods to incorporate the Equity Action Framework (EAF) into practice and culture.

EXPERIENCES THIS POSITION WILL PROVIDE:

- Co-develop and co-facilitate trainings that address inequities by increasing staff awareness e.g. anti-bias, anti-racist, culturally responsive trainings.
- Communicate and actively engage with academic and working professionals to source culturally relevant tools for staff development.
- Assist in the creation, rollout, and maintenance of a database that tracks talent
- Provide logistical and facilitation support to affinity groups and the OMSI-Empowered Facilitation cohort under the guidance and supervision of the Talent Development & Inclusion Strategist.

KNOWLEDGE/SKILLS/ABILITIES:

What we are looking for:

- Heavy interest and/or demonstrated commitment to diversity, equity, and inclusiveness (DEI) work and initiatives, regardless of major or career plans.
- Excitement and/or proven track record of working with a small, collaborative, and change-making team.
- Active development of and/or holistic interpersonal, communication, and written skills.

Training you will receive:

- Continuous mentoring, shadowing, and goal-setting as it relates to DEI and personal/professional goals.
- Participation in non-confidential meetings with HR team, as it relates to DEI objectives.

SCHEDULE:

- General window of time for internship: Monday-Friday, 9am-5pm; depending on specific projects, schedule can be flexible and outside of regular business hours. Total hours must not go over allocated Federal Work-Study Award compensation amount.
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- **Due to COVID-19 social distancing guidelines, this internship will be conducted remotely; access to a computer is required**

LEARNING OUTCOMES:

- Deeper knowledge of systems contributing to inequitable institutions.
- Empowering leadership development as an agent of change
- Stronger lesson planning, strategic, and facilitation skills.
- Solid goal-setting practices when handling multiple, complex projects or deadlines
- Effective and culturally-informed research skills

HOW TO APPLY:

To apply, submit your application through Handshake with a resume and cover letter. Alternatively, you can email application materials to mrodriguez@omsi.edu

As part of the hiring process you will be invited to interview. If hired you will need to complete a background check.