

Senior Director/Director, Diversity, Equity & Inclusion

Reflecting major organizational leadership goals and community priorities, the American Society of Human Genetics (ASHG) has created a new senior staff-level position to direct and shape cross-cutting diversity, equity and inclusion initiatives at the forefront of human genetics and genomics research, including topics unique to genomic science. Reporting to the Chief Executive Officer, the Senior Director/Director will actively shape, lead and/or support the work of multiple committees and staff charged to achieve goals and objectives that together comprise a cornerstone of ASHG's [strategic plan](#):

- Increase diversity in the human genetics and genomics scientific workforce, and ASHG's member community and leadership
- Promote participation in genetics research within communities of color to advance science and address health disparities, including consideration and integration of policy, community, and ethical factors that influence this goal
- Encourage broader public recognition and scientific discussion of our shared genetic history as one humanity alongside recognition that rich ancestral genetic diversity is among humanity's greatest strengths and a key source for biomedical advances.

This is a significant opportunity to help lead, engage and support a forward-looking scientific society to advance its major biomedical research goals and—consistent with its core values—pursue that research addressing health disparities and scientific workforce needs, as well as acknowledging the intertwining nature of genetics and societal constructs of identity and race. The Senior Director/Director will support and build on initial direction from the Board of Directors established through ASHG's [Diversity and Inclusion Policy](#) (approved January 2020) and its Diversity and Inclusion Task Force [Action Plan](#) (approved April 2020).

Responsibilities:

- Develop, implement, evaluate and report on cross-cutting ASHG DEI programs and strategies designed to achieve organizational objectives.
- Serve on the Senior Staff leadership team, coordinating and participating in shaping the organization's goals, as well as providing senior level staffing for the Board of Directors and other governance bodies. Serve as senior liaison for the ASHG Diversity and Inclusion Task Force, helping them shape and implement their next phase of work.
- Engage actively with senior staff peers to enhance inclusion, equity, and cultural awareness and competency through ASHG communication and programs such as the Annual Meeting, public education and outreach, membership, and policy statements. Provide senior guidance and input on activities of such as the ASHG Human Genetics Scholars Initiative, and other emerging membership and workforce development programs.
- Pursue and advance development opportunities that can further grow DEI programmatic work. In partnership with ASHG program and development staff, write, edit and refine funder proposals and reports on relevant projects.
- Work with association volunteers and staff leadership to help ensure ASHG speaks and listens actively—internally and publicly—about DEI topics with integrity, rigor and care.
- Other duties as assigned.

Qualifications

The successful candidate will have a substantial mix of the following qualifications (determination of title/level [Senior Director or Director] will reflect years of experience and other qualifications):

- 10-15+ years of professional work experience. Substantial demonstrated successful cross-cutting exposure and experience with diversity, equity and inclusion in research settings, including experience in public and scientific communications and engagement; policy/advocacy arenas; and/or program management. Experience with science and health topics expected. Ideal experience might include serving as a diversity officer or senior scientific outreach/policy/career development professional in government, academia, scientific societies, health care, scientific industry, or other fields.
- Bachelor's degree required; graduate degree strongly preferred. Degrees might be in biomedical sciences, policy, social sciences, or other relevant fields.
- Excellent written and oral communications skills.
- Demonstrated ability to develop and run programs that link strategic goals and tactical execution to achieve desired outcomes. Experience securing or managing grants a significant plus.
- Emotional intelligence with listening and synthesizing skills to integrate multiple points of view while moving forward. A creative team thinker who seeks to create and leverage a positive learning environment to tackle important and complex topics, and to use his/her/their expertise to help groups coalesce on impactful actions to realize tangible outcomes.
- Team-based leadership orientation to actively shape organizational dialogue; align with decisions and Board direction; collaborate with peers; and integrate multiple organizational goals.
- Budget experience and working within, and building, organizational resources.

About ASHG

ASHG is a dynamic professional society of human genetics researchers, clinicians and other specialists who work at the leading edge of discovery, generating new genetic knowledge and translating it rapidly to improve human health and well-being. A non-profit founded in 1948, ASHG has 7,500 members worldwide; hosts more than 8,000 attendees annually at the world's largest genetics and genomics meeting; publishes influential, innovative, and field-leading journals; and undertakes a growing array of public outreach, education, policy and advocacy programs throughout the year. ASHG is a dynamic and healthy organization with 26 staff, an annual budget of approximately \$7 million, and substantial reserves.

ASHG offices are located in Rockville, MD near White Flint Metro in new office space with free parking, onsite fitness facility, and dining options. [*Note: ASHG is currently working remotely at least through January 2, 2021.*] We offer a work environment with a great mission, collegial team, and professional trust and respect. We also offer a competitive salary and excellent benefits, including flexible schedules and a telework policy; a generous 403(b) pension plan; and excellent vacation, medical and dental plans.

ASHG is an Equal Opportunity Employer and strongly encourages applications from candidates of diverse backgrounds. For more information, please visit: <https://www.ashg.org/about/opportunities.shtml>

Please send questions and applications (including your resume and cover letter, with salary requirements), to hr@ashg.org.