

JOB TITLE: Associated Students of Centralia College Coordinator for Inclusion, Equity, Diversity and Accessibility (IDEA)

RESPONSIBLE TO: The Associated Students of Centralia College, the Associated Students of Centralia College President, and the Director of Student Life and Involvement Center and Assistant Director of Student Life.

GENERAL DESCRIPTION: The Coordinator for IDEA is a voting member of the ASCC Student Governing Board. This position's primary responsibility is to be an advocate for historically minoritized underrepresented students and campus inclusion.

SPECIFIC RESPONSIBILITIES:

Serve as a member of the justice, equity, diversity, and inclusion (JEDI) committee, providing student input on campus diversity issues.

Ensure that other students appointed to JEDI committee attend meetings. Keep ASCC Vice President up to date on student appointee attendance.

Assist the student life staff in recruiting students to join the Multicultural Club and the Students of Color Conference. Be part of the Multicultural Club.

Actively seek student input and opinions on issues relative to equity, diversity and inclusion, extending equal opportunity for participation to all students.

Works with the Coordinator for Civic Engagement on legislative issues concerning multiculturalism, multi-ethnicity, access and diversity.

Ensure implementation and awareness for diversity, equity and inclusion activities.

Student lead on Real Talk series.

Serve as the liaison disability services. Meet with the director of disability services once a quarter and report on events or issues to ASCC Student Governing Board.

Research projects that the ASCC Student Governing Board may be interested in implementing that expand and improve services to underrepresented students.

Assist other Student Governing Board members with projects and promote a team environment.

Assist when needed, in all aspects of Student Life.

Meet at least once per quarter with the Vice President of Human Resources and Equity.