***Opioid Response Network***

# Director, Diversity, Equity and Inclusion

The American Academy of Addiction Psychiatry (AAAP), based in East Providence Rhode Island, is seeking a dynamic leader to develop, implement, and oversee a comprehensive diversity, equity, and inclusion (DEI) plan for a 3-year national grant for the Academy that aligns with a coalition of national professional organizations and their work to provide technical assistance in the prevention, treatment, recovery and harm reduction related to substance use disorders.

The Substance Abuse and Mental Health Services Administration (SAMHSA) awarded the State Opioid Response Tribal Opioid Response – Technical Assistance grant to the American Academy of Addiction Psychiatry to lead the initiative in collaboration with the University of Missouri- Kansas City- Addiction Technology Transfer Center, Columbia University Division on Substance Use Disorders, and a large national coalition.

In response, a coalition of over 45 national organizations representing over 2 million stakeholders, formed the Opioid Response Network (ORN). This grant’s goal is to provide training and education to support the prevention, treatment, recovery, and harm reduction of opioid and stimulant use disorders. ORN has consultants in all 50 states and nine U.S. territories to respond to local needs by providing educational resources and training at no cost. These resources are available to states, communities, organizations big and small, as well as individuals.

The ORN DEI Director will develop, implement, and monitor programs that promote diversity, equity and inclusion (DEI) within the project. The Director will be responsible for developing training and initiatives to create and foster an open and inclusive environment throughout all aspects of the grant. This senior level position will partner with the Principal Investigator, Co-Project Director and senior leadership team relating to training and education needs, staff relations, partner organizations, consultants and health equity and diversity- related issues. The DEI Director, as a member of the leadership team, will help to center DEI in discussions and provide a voice to population-focused workgroups, partner organizations and project teams at large.

# KEY AREAS OF RESPONSIBILITY:

This position will be responsible for developing and executing diversity, equity and inclusion strategies for the organization.

## STRATEGY & LEADERSHIP

* Create strategies and translate into tactical plans with clear actions, accountability, and goals to promote DEI and health equity practices
* Keep abreast of the national landscape of rates of overdose that impact minoritized communities, access to care, policy, etc.; bringing those to the forefront so the leadership team ensures that they consider these issues while making short and long- term plans
* Direct the work of the DEI Committee
* Collaborate with senior leadership and staff on sourcing, hiring and retaining diverse candidates. Develop programs to attract, retain, and promote a diverse workforce
* Collaborate with senior leadership team to integrate DEI and healthy equity issues into core decisions through the initiative

## PROGRAM DESIGN & MANAGEMENT

* Define clear program roadmaps with key deliverables and milestone dates, provide frequent program updates, identify and communicate risks and adjustments to the overall program, and ensure commitments are delivered while removing obstacles.

## RELATIONSHIP MANAGEMENT

* Supervise staff that support the work of the DEI program.
* Work collaboratively with workgroup co-chairs to set agendas and action items that ensure the goals and standards are met and technical assistance is provided in a culturally responsive manner.
* Build proactive relationships within the initiative and related community to ensure alignment and focus on diversity and inclusion in all practices.
* Engage with partner organizations, consultants, and staff to educate on how health equity issues impact historically marginalized communities relative to substance use disorders and overdose deaths.
* Build and grow relationships with national, local and specialized organizations that serve historically marginalized communities that are relevant to the fulfillment of the coalition strategic action plan and goals.

## FACILITATION

* Support in creating solutions, resources, and training on DEI and health equity-related topics.
* Support the fostering and facilitation of courageous conversations, deliver workshops, and trainings; they may include both large and small groups, in-person and virtual led sessions.

## PROJECT MANAGEMENT, ANALYSIS & REPORTING

* Research and develop metrics for measuring the effectiveness of diversity initiatives implemented and prepare quarterly reports to senior management on the value of the initiatives. Develops, improves and oversees DEI metrics and dashboards. Tracks and analyzes key metrics and partners with leaders to drive improvement.
* Remain current on diversity programs and developments by participation in the field (e.g., professional association and educational groups and professional development efforts).
* Maintain awareness of emerging issues and trends in DEI work and make recommendations as opportunities are presented.

DESIRED QUALIFICATIONS:

* Master’s degree (preferred or equivalent experience) in the social sciences, public health, public policy or related disciplines.
* Minimum of five (5) years of experience in workplace diversity, equity, inclusion, and culture.
* Minimum of five (5) years of experience managing organizational diversity initiatives with an ability to successfully engage in and manage community relationships.
* Proven experience with addressing health equity issues.
* Experience working in prevention, treatment, recovery harm reduction and/or lived experience in substance use disorder services.
* Excellent written and verbal communication, including presentation skills.
* Excellent project management and organizational skills.
* Must be self-initiating, exercise good judgment, and be able to work with minimal supervision.
* Demonstrated effectiveness in managing diverse stakeholders including but not limited to executives, employee groups, external vendors, and consultants.
* Independent work style but works well with teams as well.
* Well-versed in EEOC, Affirmative Action, and Compliance.
* Strong analytical skills and ability to translate metrics, research, and trends into strategy.
* Demonstrated relationship-building skills with internal and external partners and people from various backgrounds and cultures
* Must be willing to travel periodically, both locally and nationally, to present and participate in outreach events or conferences representing the grant.

Salary range: $115,000 - $125,000

This is a 3-year grant-funded position with health benefits. Primarily remote position periodic in-person meetings in East Providence, RI.

# For consideration, please submit a cover letter and resume to [HR@aaap.org](mailto:HR@aaap.org) along with copying [dawson.adriana@gmail.com](mailto:dawson.adriana@gmail.com).

**About the American Academy of Addiction Psychiatry (AAAP)**

AAAP is a national professional society that focuses on evidence-based prevention, treatment and recovery approaches, particularly for people with substance use disorders and co-occurring psychiatric disorders.