

The Adolescent & Young Adult Cancer Coalition | DEI Officer

Position Description

JOB SUMMARY:

The Adolescent & Young Adult Cancer Coalition (AYACC) DEI Officer leads the Coalitions' commitment and strategy to be a diverse, equitable, and inclusive organization. This individual will help guide the organization to adopt practices that support diversity and inclusion as cultural anchors across all activities and communications. This individual will also work with Coalition board members, committee leadership, and staff to further a more vibrant, inclusive, and supportive environment for underrepresented and all members of the organization.

TERM:

This position is an Officer position. The term of the DEI Officer is three years.

RESPONSIBILITIES:

- Assist the AYACC Board in incorporating diversity, equity, and inclusion into Board goals and priorities.
- Ensure the strategic plan reflects goals address the needs of diverse stakeholders, and that measurable progress is made towards the achievement of the DEI goals.
- Help build the core values of diversity, equity, and inclusion into all operations through policy development.
- Collaborate with appropriate Coalition leadership to encourage diverse representation of race, ethnicity, cultures, gender, sexual identities, and ability, in the membership and ensure leadership is representative of the AYA cancer community.
- Collaborate with other members of Coalition leadership to develop and maintain strategic partnerships with community organizations and other entities as appropriate.
- Represent the Coalition with external organizations, and in the community, regarding diversity issues that affect the AYA health and survivorship system.
- Manage all fiscal and administrative operations of the Coalition as an Officer.