

SEARCH PROFILE:

TITLE IX COORDINATOR



SUNY ONEONTA

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The Office of Equity and Inclusion (OEI) at the State University of New York at Oneonta invites applications for the position of Title IX Coordinator. We are dedicated to fostering an environment where safety, respect and equity prevail. We believe that every individual deserves a learning and working environment free from discrimination and harassment.

Academic Search is assisting SUNY Oneonta in this search. Prospective candidates are encouraged to arrange a confidential discussion to learn more about this opportunity with Senior Consultant Eric Richtmyer at eric.richtmyer@academicsearch.org or 202-332-4049.

Reporting to the Vice President of Diversity, Equity and Inclusion, the Title IX Coordinator (TIXC) will ensure compliance with Title IX, 129-B of the NY State Education Law, Violence Against Women Act, and other laws and policies; Oversee the coordination of training and education to foster an environment free of discrimination, sexual or relationship violence and harassment; Be responsible for providing support, conducting investigations, and resolving all Title IX complaints in accordance with federal and state laws, case law and campus policies. The TIXC will also work collaboratively with SUNY and campus units and promote the work of the Office of Equity and Inclusion.

To learn more about the University and the Department, please visit <https://suny.oneonta.edu> and <https://suny.oneonta.edu/office-equity-and-inclusion>.

PRIMARY DUTIES AND RESPONSIBILITIES

- Provide subject-matter expertise on requirements of and ensure compliance with Title IX, Article 129-B of the NYS Education Law, VAWA, Campus SaVE, and related federal and state laws.
- Conduct investigations of reports of sex discrimination, sexual misconduct, sexual harassment, relationship violence, and stalking to ensure all complaints are adjudicated promptly, providing a fair, equitable and neutral process for all parties: Conduct interview, collect evidence, prepare investigative reports, and issue notices and determination letters as required by applicable law and SUNY/Oneonta policy. Also, coordinate and monitor supportive measures, including academic, housing, workplace accommodations and other measures as appropriate.
- Develop and deliver comprehensive campus-wide training and education regarding prevention of and response to sexual misconduct, sexual harassment, domestic violence, dating violence, and stalking, etc. Conduct ongoing evaluation to measure effectiveness of programs.
- Provide strategic and day-to-day program planning through initiation, execution, and assessment of programs and services.
- Develop and manage a comprehensive case management system, including working closely with Student Affairs and Employee Services to ensure compliant and effective processes for adjudicating reported Title IX cases.
- Work collaboratively and effectively with other SUNY and University departments, especially the Office of General Counsel, the Office of Human Resources/Employee Services, the Office of Community Standards, Athletics, University Police and Residential Experience and Housing.
- Assess, develop, and implement initiatives to ensure that Title IX processes and activities are inclusive and culturally sensitive.
- Coordinate the implementation, analyses and dissemination of results of climate surveys. Identify patterns and trends and work with appropriate campus constituents on implementing corrective measures.
- Prepare institutional reports and compliance documentation as required by Title IX, Article 129-B of NY State Education Law, VAWA, and related federal and state laws. Conduct periodic internal audits.

Join us in our mission to create a secure and equitable environment where everyone can grow intellectually, thrive socially, and live purposefully!

Salary: \$80,000 - \$85,000. Information on SUNY's comprehensive benefits offerings can be found at <https://www.suny.edu/benefits>



MINIMUM QUALIFICATIONS

- Bachelor's degree from an accredited institution in a relevant discipline.
- Significant experience conducting discrimination and misconduct investigations.
- Demonstrated evidence of maintaining confidentiality and confidential information.
- Extensive knowledge of Title IX, VAWA and other state and federal regulations regarding sexual harassment and other related discriminatory practices.

ADDITIONAL QUALIFICATIONS

- Relevant experience developing and providing Title IX-related programs, training, and communication initiatives.
- Demonstrated ability to maintain impartiality while working collaboratively with others. Skills include diplomacy, judgment, active listening, and the confidence to handle sensitive topics with students, employees, and other University stakeholders.
- Ability to work independently and make critical decisions with minimal oversight.
- Demonstrated ability to manage multiple projects and effectively complete projects with tight deadlines.
- Experience gathering, analyzing, and interpreting data and reports.
- Experience drafting and implementing policies and procedures.
- Demonstrated ability to work in a culturally diverse environment and interact with culturally diverse individuals at all levels of the University.



PREFERRED QUALIFICATIONS

- Master's degree from an accredited institution in relevant discipline or Juris doctor.
- Trained in conducting trauma-informed investigations
- Three years or more of successful relevant full-time professional experience related to civil rights compliance in higher education, including conducting investigations of sexual misconduct, intimate partner violence, and stalking.



ABOUT THE UNIVERSITY

Founded in 1889, SUNY Oneonta is a regional, comprehensive university located in central New York State. Part of the network of 64 campuses that make up the State University of New York System, the University enrolls about 6,000 students who pursue bachelor's or master's degrees or certificates in one of 60-plus academic programs. Within the student body, 60.4% identify as female and 26.7% are from underrepresented racial or ethnic groups.

Known as an exemplary residential campus that values inclusion, service and sustainability, SUNY Oneonta is a nurturing community where students grow intellectually, thrive socially, and live purposefully. Students enjoy an average class size of 21 students and student to faculty ratios of 16:1. Alongside classes, the campus offers a residential experience that truly engages students in a variety of co-curricular activities.

SUNY Oneonta is regularly recognized as one of the most affordable universities and best values, an acknowledgment of the University's academic quality and commitment to keeping student debt manageable. Oneonta was also recently ranked at

MISSION:

We nurture a community where students grow intellectually, thrive socially and live purposefully.

CORE VALUES:

- **inclusivity** — making sure that everyone feels welcome here;
- **service** — committing to making a difference in the lives of others; and
- **sustainability** — not only financial and environmental responsibility, but a force that keeps each of us moving toward our individual calling, whatever that may be.

VISION:

to become the exemplar residential community, providing relevant educational experiences in and outside of the classroom.

number 11 among the best universities in New York for securing a job after graduation. This particular study ranked 129 four-year universities based on the percentage of alumni who were employed 10 years after graduation. For Oneonta, that number is 93.81%!



LIFE IN ONEONTA, NY

Located in Central New York, Oneonta is a city of approximately 14,000 residents that is nestled in the northern foothills of the Catskill Mountains--- about a four-hour drive from New York City, Boston, and Philadelphia. Home to two institutions of higher education and several businesses, the town serves as the economic center of a two-county area. Oneonta's location gives easy access to both natural and urban landscapes. It is centrally located between the cities of Albany and Binghamton, with easy access to the Catskills and the Susquehanna River.

Oneonta is one of the top 20 picturesque small towns in America, according to Microsoft News. The natural beauty of the region is breathtaking year-round. Each season offers outdoor activities such as hiking, biking, boating, swimming, and skiing. For example, the Oneonta Susquehanna Greenway, a cycling and pedestrian trail, follows along the bank of the river and offers a scenic location for both warm and cold weather activities, from rollerblading to snowshoeing. Employees give SUNY Oneonta high marks for work/ life balance, management, and culture.



APPLICATION PROCEDURES

This search is assisted by Academic Search. Applications should consist of:

1. a detailed cover letter addressing the responsibilities and qualifications of the position;
2. a current curriculum vitae (CV)
3. All documents should be submitted in PDF format.

Nominations and applications should be sent to SUNYOneontaTitleIX@academicsearch.org. The position is open until filled. Senior Consultant Eric Richtmyer is assisting SUNY Oneonta with this search, and he welcomes inquiries from prospective candidates or nominators to learn more about the position and the application process: eric.richtmyer@academicsearch.org and 202-332-4049. All conversations will remain confidential.

Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the NYS Office of Employee Relations at (518) 474-6988 or via email at info@oer.ny.gov.

SUNY Oneonta values a diverse university community. Please visit our website on diversity at: <https://suny.oneonta.edu/diversity>. Moreover, the University is an Equal Opportunity/Affirmative Action employer. Women, persons of color, persons with disabilities, and protected veterans are encouraged to apply. "At SUNY Oneonta, we believe that diversity is an asset and a source of strength that energizes our collective growth and innovation." - President Alberto Cardelle.

ABOUT ACADEMIC SEARCH

Academic Search is assisting SUNY Oneonta in this work. For more than four decades, Academic Search has offered executive search services to higher education institutions, associations, and related organizations. Academic Search was founded by higher education leaders on the principle that we provide the most value to partner institutions by combining best practices with our deep knowledge and experience. Our mission today is to enhance institutional capacity by providing outstanding executive recruitment services, executive coaching, and transition support, in partnership with our parent organization, the American Academic Leadership Institute.

