



# Duluth

## Public Schools

**Director of  
Advancing Equity**

*The Duluth Public School's Community Education Office is committed to providing lifelong learning opportunities that complement and support educational programs. The Community Education Office provides opportunities for all ages through classes and activities which serve social, recreational, enrichment and academic needs.*

## The Position

The Director of Advancing Equity is a key member of the Duluth School District's executive team. This pivotal role exists to provide strategic leadership and comprehensive oversight for the District's equity and inclusion initiatives, ensuring alignment with District mission and goals and that equitable and inclusive principles are deeply integrated into all policies, programs, and operations. The Director of Advancing Equity is responsible for developing implementing, monitoring, and evaluating comprehensive equity and inclusion plans that include measurable goals and accountability frameworks such as the Achievement and Integration Minnesota (AIM) Plan and the Equity Achievement Plan. This role requires serving as the District's Title VI and Title IX Compliance Coordinator, as well as overseeing and guiding the Education Equity Advisory Committee (EEAC) to achieve District goals in establishing and maintaining collaborative partnerships with community agencies. The Director of Advancing Equity serves as a primary resource providing coaching, professional development, consultation, coordination of workshops and presentations for all staff to promote diversity, equity and inclusion. The Director of Advancing Equity prepares and presents annual reports to the School Board and to the Minnesota Department of Education on equity and integration plan progress while also representing the District on State and local boards and committees. This role is responsible for collaborating with academic departments and schools to identify and address systemic barriers that impede learning and support the planning, implementation and evaluation of inclusive curriculum and programs that address disparities and promote student success, ensuring student and family support services are integrated effectively. Responsibilities include managing a fiscally-responsible departmental budget that includes planning, supervising and monitoring expenditures of desegregation funds, approving requisitions, and supervising and evaluating assigned staff including Integration Specialists and Families in Transition Coordinators to foster their development and performance in support of equity goals.

This is an independent contract position that reports directly to the Assistant Superintendent. The Director of Advancing Equity manages leadership in several departments including American Indian Coordinator, Ojibwe Language and Cultural Coordinator, Integration Specialists and Family in Transition Teachers.

## The Ideal Candidate

The ideal candidate will have demonstrated experience in the development and implementation of equity-focused programs, team leadership, supervision of staff, building strong partnerships with community leaders and the ability to navigate complex organizational changes to address systemic inequities. Additional requirements include excellent fiscal accountability including grant funding processes, identifying systemic barriers and developing actionable plans for their resolution, recruitment and retention of a diverse workforce, application of local, state, and federal laws, codes, regulations and policies related to education equity. The position requires an individual who also possesses a willingness to identify problems and demonstrates the flexibility to address changes in the District realm in a timely and effective manner. Experience in working across multi-functional teams in a fast-paced work environment is a must! As a leader and mentor who is dedicated to equity and inclusion, the Director of Advancing Equity will be a thoughtful advisor who anticipates issues and looks for innovative ways to solve systemic problems and who sees their role as being an important part of the District's leadership team. The new Director of Advancing Equity will possess a balance of assertiveness and diplomacy, be a good listener, fair-minded, and be willing to discuss various matters candidly. This position requires a person capable of operating with significant independence and initiative, while being adept at innovative problem-solving. This is a position of public trust and transparency; personal integrity and ethics must be beyond reproach.

# What we are looking for

# Education Equity

The Department of Education Equity oversees planning initiatives to ensure fairness and inclusion in our systems of education so that all students have opportunities to learn and develop to their full potential. The department develops and implements impactful equity-focused programs that foster cultural competency and create a safe and welcoming environment for every student and family.

Services include:

- American Indian Education
  - Promotes youth leadership, provides academic support and encourages career development for American Indian students based on American Indian values, culture and language.
  - Works to strengthen and promote positive experiences and educational outcomes for American Indian students by building relationships, valuing language, culture and the complex history of Indigenous peoples.
- Integration Specialists
  - Focus on intentional relationship building with students, families and caregivers to support diverse family engagement at each school site.
  - Provide academic and cultural enrichment support to students that are aligned with the Multi-Tiered System of Support Plan based on identified needs of each school site.
- Families in Transition
  - Advocate within the school system as well as in the community to ensure that homeless students are respected and addressed.
  - Increase awareness and support in the community regarding conditions of youth homelessness.
  - Enrolls homeless students in a stable education program, makes transportation arrangements that promote stability and gathers school records from other locations.
  - Distributes school supplies and makes referrals to community agencies that meet basic needs.

## Our District

Duluth Public Schools are working to inspire every student to achieve their potential and preparing students to lead productive, fulfilling lives as citizens of Duluth and the wider world.

### District Profile:

Total district enrollment:	8000
Total licensed staff:	787
Total classified staff:	501

### Schools:

- 9 Elementary Schools
- 2 Middle Schools
- 2 High Schools
- 1 Area Learning Center (Alternative High School)
- 1 Online High School
- 5 Residential/Day Treatment locations
- Additional programming including Duluth Adult Education/GED, Early Childhood Services, and Community Education.



### Community Vision and Priorities

We will build on our shared beliefs and values of unity, high achievement and responsible use of resources to create Duluth Public Schools and classrooms that are safe, supportive and inclusive. We will work to inspire every student to achieve their potential, and prepare students to lead productive, fulfilling lives as citizens of Duluth and the wider world.

# Who we are.





## Our Community

Duluth, or Onigamiising in Ojibwe, is the seat of St. Louis County, the largest city in the northern two-thirds of Minnesota, and the fourth largest city in the state. It is located on the western tip of Lake Superior and its city limits encompass 67 square miles of land and nearly 50 square miles of water. It is part of the Twin Ports metropolitan statistical area which includes all of Wisconsin's Douglas County, and Minnesota's Carlton, Lake, and Saint Louis counties which boasts a population of 291,638, ranked as the 170th largest metropolitan area in the United States.

The City of Duluth is a major port city in Minnesota and serves as the county seat of Saint Louis County. Duluth has a population of 86,293 and is the fourth largest city in Minnesota. Situated on a hillside along Lake Superior's north shore, Duluth is 23 miles long and eight miles wide at its broadest point. It is considered a regional center for Northern Minnesota, Northwest Wisconsin, Upper Michigan, and Lower Ontario. The City is built into a steep rocky hillside, with an elevation change of approximately 900 feet, and temperatures and weather that can vary greatly from season to season and even day to day, due to the proximity of Lake Superior (Kitchi Gammi).

After years of building economic diversity, Duluth is growing into a robust regional economic, medical, aviation, higher education, outdoor recreation and arts center. Duluth has long been recognized as an innovative region that is supported by a wide variety of services and industries, including the largest, farthest inland freshwater port, the Port of Duluth-Superior.

With 100,000 acres of green space alongside the shores of Lake Superior, Duluth embraces its four seasons with pride. Our waterfront location makes Duluth a premier destination for recreation and entertainment, with miles of water, beach and trails for water skiing, boating, fishing, and other adventure activities. Duluth has been voted Outside magazine's best outdoors town in America, and was ranked in the 2021 top 10 Remote-Ready Cities in the US by Livability, providing 129 municipal parks with a total of 6,834 acres of city parkland. The City provides 150 miles of unpaved hiking trails, 85 miles of bike-optimized, multi-use trails, and 30 miles of paved, accessible trails. The City is home to 2 ski hills, 16 designated trout streams and Lake Superior, the world's largest freshwater lake by surface area. Outdoor tourism is a major part of the city's economy with approximately 6.7 million people visiting Duluth annually.



The city also boasts a vibrant arts culture, home to art museums, theater, and numerous festivals throughout the year. It is the home of two colleges and a university whose local sports teams include nationally ranked and championship teams.



# Compensation & Benefits

The annual salary for this position is dependent upon the background and qualifications of the successful candidate up to \$109,928 - \$128,111.

The Duluth School District offers an excellent, competitive and comprehensive benefits program which includes medical, prescription drug, dental, life, and disability coverage. A pension plan, tax sheltered annuities program, flexible spending accounts (FSA), health care savings plan, and employee assistance program round out the District's robust benefits program. The District also has generous provisions for vacation, holidays, family and medical leave, and other types of paid and unpaid leave.

## Work Schedule

Typical work schedule - 8:00 a.m. to 5:00 p.m. This leadership position will include evening and after-hours meetings.

Holidays - 12 fixed per year.

Vacation - First five years of service start at 20 days of vacation per year.

## Retirement

Minnesota Public Employees Retirement Association (PERA).

## Tax Sheltered Annuities

Tax sheltered annuities plans are available at the employee's option.

## Health Benefits

The District pays a significant portion of the premium for medical hospitalization, dental and prescription coverage for employees and dependents and offers Health Reimbursement Account (HRA) funding. Section 125 (Flexible Spending Account) — employees may participate on a pre-tax basis for daycare and medical expense reimbursement.

## Life Insurance

Policy value of \$100,000.

**For a complete list of benefits offered,  
please visit <https://www.isd709.org/departments/human-resources/benefits>.**

This position is Exempt from FLSA (Fair Labor and Standards Act),  
does not qualify for overtime compensation.



# What we offer.

# Minimum Qualifications

The position requires a commitment to uphold Duluth Public School's values, a belief that all children deserve a rigorous and equitable education that prepares them for college and for life. This position calls for substantial experience providing strategic direction and visionary leadership that fosters an environment of equity and inclusion for all students. It is preferable that candidates have extensive public forum exposure requiring the strongest of communications and management skills.

Demonstrated expertise and experience managing staff is strongly preferred. Candidates must have a strong management and leadership presence, well-developed decision making and follow-up abilities and be able to function in a team-oriented environment. Assistance to and continuous exposure in dealing with the Duluth School Board, community and family groups will require high levels of patience. The ability to effectively manage multiple, and sometimes competing priorities as well as lead and motivate team members is essential.

Required education and work experience includes:

A minimum of a baccalaureate degree in education, Indian Studies, social science or a closely-related field and at least ten years of progressively responsible leadership experience in equity, diversity and inclusion initiatives within a large, complex education system.

At least three years of supervisory experience within a school district or a social service agency with demonstrated experience overseeing staff who provide direct students support, family engagement, cultural mediation, academic assistance and community resource navigation for diverse student populations. This experience must clearly demonstrate a track record of developing and implementing impactful equity-focused programs, successful team leadership, supervision of staff and professional development facilitation, building and maintaining strong community partnerships, managing significant budgets while securing external funding and navigating complex organizational and systemic inequities.

Preferred education and work experience includes:

Master's degree or higher in related field

Current Minnesota teaching license and/or current valid Minnesota K-12 Administrative License

Certifications in Intercultural Development Inventory or equity-related instruments or training programs.

Please visit <https://www.isd709.org/departments/human-resources/job-opportunities/index> for additional duties and requirements.

## Application & Selection Process

To be considered, please submit an online application through the District's website. Include a resume, cover letter, and proof of education.

A limited number of the best-qualified candidates - based on the information provided on the application and attachments — will be invited to participate in the selection process. Selection for this position may include an initial screening and an oral board interview to establish top candidacy for the final selection.

For more information, contact Theresa Severance, Human Resources Director at [theresa.severance@isd709.org](mailto:theresa.severance@isd709.org).

**DULUTH PUBLIC SCHOOLS IS AN  
EQUAL OPPORTUNITY EMPLOYER.**

<https://www.isd709.org/careers/apply-now>