



CHIEF EQUITY OFFICER CITY OF WORCESTER, MA



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EXECUTIVE RECRUITMENT

CHIEF EQUITY OFFICER CITY OF WORCESTER, MA

THE POSITION IN BRIEF

The City of Worcester, Massachusetts seeks a talented and creative equity leader as its next Chief Equity Officer. This cabinet-level position reports directly to the City Manager. The position will have both internal and public-facing responsibilities to facilitate, advocate for, and institutionalize equitable and inclusive policies, practices, and outcomes.

The Chief Equity Officer must be an enthusiastic communicator who is comfortable representing the City of Worcester's diversity, equity, and inclusion (DEI) initiatives to the external community, organizations, and agencies in collaboration with external and internal constituency groups. The successful candidate will be a proactive leader eager to develop partnerships that utilize the City's existing resources and platforms while working collaboratively to implement needed change. Serving as a voice on behalf of the City Manager's office, they will be a highly visible individual who is prepared to make a significant impact to the design & development of the Executive Office of Diversity, Equity & Inclusion.





THE CITY

Known as the "Heart of the Commonwealth," Worcester is the second largest city in New England with a population of 205,319 situated in 38 square miles. It is located 40 miles west of Boston in the center of Massachusetts and is part of the Greater Boston combined statistical area (CSA), which boasts a regional population of 8.4 million. Worcester is accessible from Interstates 90 and 290 and is served by Worcester Regional Airport (ORH), which currently offers commercial flights through American, Delta, and JetBlue.

Named after Worcester, England, the city has evolved from its modest revolutionary beginnings to a major manufacturing center, to its current concentration of world-class colleges and universities, medical facilities, and teaching hospitals. Worcester offers a range of affordable housing options, the average housing price in Worcester is lower than the Massachusetts average. Whether one wishes to own or rent, raise a family, or live independently, the City boasts the best of both large and small cities with its quality public schools, access to diverse culture, sports, nightlife, restaurants, entertainment and events, and reliable local and regional transportation.

Worcester is a great place to live and learn. Worcester is home to 8 colleges and universities and has become a healthcare and biotechnology hub. The Higher Education Consortium of Central Massachusetts allows member universities and colleges in the Greater Worcester area to share resources, provide diverse courses to students at other member schools and further expand the possibilities for students. With such a great educational presence, Worcester's higher education industry is one of the City's proudest assets.

DEMOGRAPHICS & RELATED DATA

(Source: [U.S. Census Bureau](#))

Median Age **34.6 years**

Median Household Income **\$56,746**

Median Home Value **\$259,800**

Race/Ethnicity

White alone **64.7%**, Hispanic/Latino **23.9%**, Black or African American alone **12.7%**, Two or more races **9.8%**, Asian **6.8%**, Other race **5.47%**

Educational Attainment

85.8% high school diploma

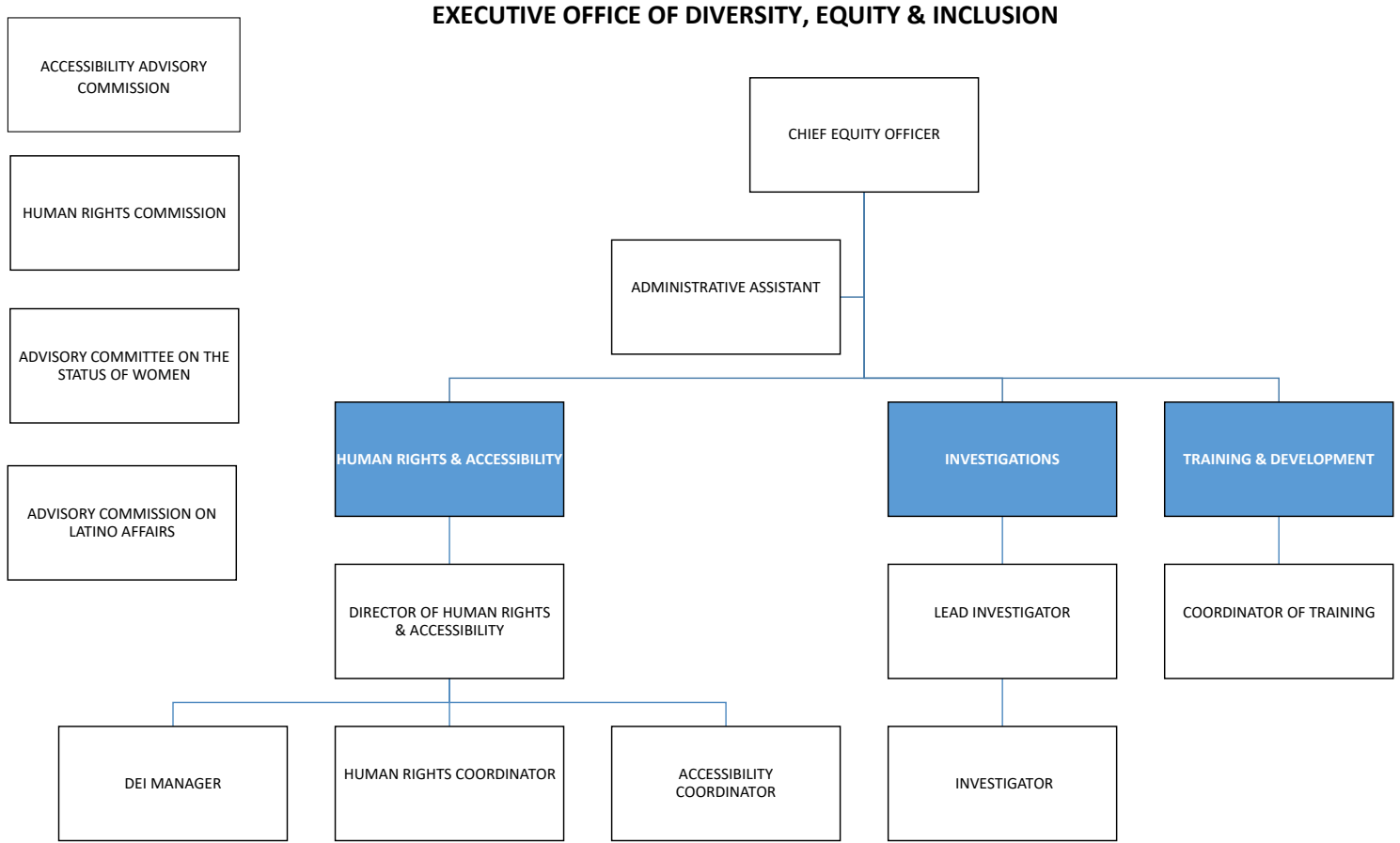
32.2% Bachelor's degree

Other relevant data

22% of residents are foreign-born

19% poverty rate

ORGANIZATIONAL CHART



THE CITY ORGANIZATION

The City of Worcester is governed by a Council-Manager, or Plan E, form of government with a popularly elected Mayor (chair), 10 elected City Council Members (5 District and 5 At Large) and an appointed City Manager. These ten elected officials serve as the legislative body of the city. City Council Members are responsible for representing the interests and needs of their city and community. The five Councilors-at-Large and five District Councilors each represent a specific district in Worcester (Districts 1-5). The City Manager functions as Worcester's Chief Executive Officer and as such has the authority to issue executive orders. A history of [Executive Orders](#) dating back to 1973 are available on our Informing Worcester portal.

FISCAL BUDGET

The City's Budget Division develops, monitors, and enforces the City's operating and capital budgets. The Division provides status reports on a regular basis, as well as information and analysis for policy decisions. Reports are developed for distribution to the public and City Council describing the city's financial status and projections.

The preparation of the Annual Budget for the City of Worcester is governed by the provisions found in [M.G.L. Chapter 44](#). According to state law, the budget must be submitted to the City Council within 170 days after the council organizes in early January. The City Council then holds a series of public hearings to solicit citizen participation regarding departmental budget requests. The City Council has jurisdiction to make reductions but cannot increase the proposed budget without the recommendation of the City Manager. Following submission of the budget, the City Council has 45 days in which to act.

THE EXECUTIVE OFFICE OF DIVERSITY, EQUITY, & INCLUSION

The newly formed Executive Office of Diversity, Equity, & Inclusion (EODEI) has nine full-time equivalent (FTE) positions and a recommended FY2024 budget of \$744,000, which represents a 67% increase over the FY2023 budget. The purview of EODEI includes human rights, accessibility, investigations, and training and development. The office serves as the staff liaison to the Accessibility Advisory Commission, Human Rights Commission, Advisory Committee on the Status of Women, and the Advisory Commission on Latino Affairs. The incoming Chief Equity Officer will have the opportunity to fill several key positions on the team.

After several years of turnover within the City's Equity function, diversity, equity, inclusion and accessibility are core values for the new City Manager, who is leading by example in these areas. The Chief Equity Officer can expect to work closely with the City Manager as an advisor and a partner in leading culture change within the City government and the larger community. In addition, they will work closely with Human Resources and other departments to establish a culture of diversity, equity, inclusion, and accessibility within the City.



IDEAL CANDIDATE

The successful candidate must demonstrate: an understanding of best practices and trends in diversity, equity, inclusion, and accessibility with the ability to translate them into actionable and successful strategic goals; the ability to work in a leadership and management team to promote the organization's values, mission, and goals; the ability to work successfully with diverse communities; computer literacy and proficiency in Microsoft Office programs; superior listening skills with the ability to balance different perspectives and competing interests while making clear well-informed decisions.

Given the responsibilities of the role, some combination of the following additional skills, abilities, and experience are desired: the ability to serve as a trusted advisor to the City Manager; sophisticated and adaptable communication skills; training and development design with an emphasis on equity analysis; a firm grasp of systems change, strategic innovation, and a commitment to community engagement; budgeting and identifying budgetary needs; the ability to effectively navigate the complexities of city government, including labor union relations; grassroots advocacy experience; and an outcome-focused leadership approach.

QUALIFICATIONS & EXPERIENCE

Required: Bachelor's degree from an accredited college or university with major coursework in business administration, public administration, or in a field related to the position. A minimum of eight (8) years of diversity program related experience.

Preferred: Masters, Ed.D., or JD; direct experience working in partnership with human resources; diversity, equity, and inclusion; accessibility; and/or talent management; significant experience with staff supervision or management; experience in a large public institution especially dealing with grievances or complaints and employee fairness and resolution of complaints.



COMPENSATION & BENEFITS

The salary for the position is set by contract. The salary range for this position is \$130,000-\$150,000. The City of Worcester offers a comprehensive benefits package including health, dental, and vision insurance, paid time off, group life insurance, participation in the Massachusetts Retirement System, and much more!

HOW TO APPLY

Submit your resume, cover letter, and contact information for five professional references no later than **October 15, 2023**, at: <https://www.govhrusa.com/career-center/>. Electronic submissions are required. Telephone inquiries may be directed to Rachel Glisper, Vice President, at (339) 222-6963 or Dele Lowman, Senior Vice President, at (847) 380-3240.

The City of Worcester is an affirmative action/equal opportunity employer and does not discriminate on the basis of race, color, sex, religion, age, national origin, disability or any other protected category. Women, minorities, veterans, and persons with disabilities are encouraged to apply.

