

Guide to Diversifying Faculty Searches

The Diversity Representative

The role of the Diversity Representative is to ensure that a diverse, fair and equitable search is conducted as well as to act as a full member of the search committee. The appointment of a Diversity Representative is required on all faculty search committees. While it is expected that all faculty search committee members consider diversity, the Diversity Representative serves as an advocate for best practices as well as a resource to their colleagues on the committee. As such, the Diversity Representative should ensure that committee discussions take place about potential unconscious biases that may impact the outcome of the search, as well as offer strategies on countering such biases so that at each stage of the process pools are constructed with Brown's commitment to diversity and inclusion in mind. Below are some steps that can help the Diversity Representative achieve these goals during the search process:

- Develop and distribute information on recruitment such as availability data, articles on racial/ethnic and gender issues in recruitment, best practices in recruiting within respective field, and goals set forth in your Departmental Diversity and Inclusion Action Plan (DDIAP)
- Assist in search activities: networking and identifying resources to attempt to bring applicant pools in line with national race, ethnic and gender availability
- Consult with the search committee chair and the Office of Institutional Equity and Diversity (as needed), to implement and develop best practices in recruitment of underrepresented groups
- Review and approve search process to ensure compliance with university search guidelines, including accessing data to evaluate the applicant pool compared to candidates who are invited to campus

