






Learning and Development Manager, Diversity, Equity, Inclusion and Belonging

Stanford University Redwood City, CA (On-site) **11 hours ago** 26 applicants

 Full-time · Associate

 10,001+ employees · Higher Education

 50 company alumni · 88 school alumni

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About the job

Stanford University, recognized as one of the most innovative and prestigious academic and research institutions in the world, seeks an experienced, strategic, and accomplished diversity, equity, inclusion and belonging leader to increase the university's focus on enhancing workplace culture and the employee experience to allow every individual to thrive. As an institution of higher education, Stanford's mission includes advancing human welfare in a rapidly changing world. To accomplish this, the university must embrace inclusivity and diversity in every program and every area of operation.

The Office of Diversity, Equity, Inclusion and Belonging (DEIB) in University Human Resources (UHR) is seeking a highly qualified DEIB Learning and Development Manager. The goal of this new department is to provide thought leadership and improved practices in support of the university's diversity, equity and inclusion vision, strategy, and programs focused on staff. The team will enhance and lead the staff DEI strategy and build a function that includes highly qualified, collaborative, and innovative DEI experts, disciplined practices, and innovative approaches for program design and implementation. Working with leaders and others across the university, this department will align efforts, lead initiatives, and embed DEI in policies and programs while cultivating a respectful and inclusive culture.

The DEIB Learning and Development Manager will partner with leaders across the university to develop strategy, align efforts and lead initiatives for DEIB learning and development for staff while cultivating a respectful and inclusive culture. The Learning and Development Manager will also provide consultative services, facilitation, mediation for senior leaders, managers and organizations on diversity, equity, and inclusion topics. This position reports to the Associate Vice President for Diversity, Equity, Inclusion and Belonging, University Human Resources (UHR).

In This Role, You Will

- Develop strategy, align efforts and lead initiatives for DEI learning and development for staff while cultivating a respectful and inclusive culture.

employee and labor relations, engagement, well-being, communication, and compensation and benefits. Partner with UHR Talent Management & Workforce Strategy on content creation and assessment for the IDEAL Learning Journey.

- Consult on staff trainings and educational offerings at the university, unit/school and department levels to ensure programs are designed from the ground up with attention to diversity, equity and inclusion.
- Develop specialized DEI content, trainings, resources and workshops in support of staff that are not addressed by other learning and development initiatives in response to the specific concerns and needs of the university or a given unit/school, department or program, and/or advise on program-specific strategies.
- Guide organizations in identifying learning and development gaps that may create unintended inequitable impacts, consult on systems and process improvements, and provide expertise and resources to help programs design training and resources.
- In collaboration with UHR Client Services and UHR Talent Management & Workforce Strategy, develop meaningful metrics, tools and analytics to evaluate staff diversity and inclusion learning and development programs, workshops and events to measure effectiveness and impact. Prepare and summarize reports and make recommendations to enhance offerings.
- Develop diversity, equity and inclusion focused trainings and resources for supervisors.
- Provide consultation, facilitation, mediation, coaching and counsel to leaders, managers, and organizations as necessary in response to DEI-related concerns.
- Identify, evaluate and recommend external training partners and manage their selection, performance and budgets as well as integration into existing learning platforms and processes in partnership with UHR Talent Management & Workforce Strategy.
- Contribute to the development of DEI focused facilitation capabilities across the organization by conducting train-the-trainer sessions, maintaining facilitation guides, and coaching facilitators, as needed. Liaise and manage relationships with a network of partners providing DEI content and facilitation.
- Develop and/or identify training and resources to support DEI staff communities of practice across the university.
- Oversee project teams for the development and implementation of the Office of Diversity, Equity, Inclusion and Belonging affiliated learning and development projects.
- May oversee or supervise staff in the development and implementation of programs or functions.
- Provide oversight for Office of Diversity, Equity, Inclusion and Belonging training and facilitation related budgets.

Please note that this position will be based in Stanford Redwood City and will be considered hybrid. You will be expected to be in-person a minimum of 2 days/week as well as at other times as required. The hybrid schedule will be decided in discussion with the supervisor.

To Be Successful In This Position, You Will Bring

- Bachelor's degree and eight years of relevant experience, with at least 3 years diversity, equity and inclusion experience in a complex organization, or a combination of education and relevant experience.
- Significant experience working productively with individuals from a variety of backgrounds, and the ability to discern how marginalized populations may have differing needs.
- Understanding of privilege, power, marginalization, and oppression and how they manifest personally, interpersonally, structurally, and institutionally.
- Proven record of successfully designing and facilitating collaboration among diverse people, organizations, and sectors.
- High comfort and agility in front of large groups, often in public settings.
- Demonstrated experience with facilitation, conflict resolution and mediation methods.
- Ability to prepare clear, concise, engaging, sensitively written materials and presentations for a wide ranging audience.
- Demonstrated commitment to inclusive and anti-oppressive efforts through examples from personal and/or professional work.



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- Strong analytical and critical thinking skills, with demonstrated results in leveraging insights for decision-making.
- Self-motivation, action-orientation, ability to work independently and make sound decisions under conditions of uncertainty.
- Resilience, agility and willingness to fail forward and learn from mistakes as well as able to self-reflect and acknowledge one's own biases.
- Ability to establish credibility and effective working relationships across a complex, decentralized, diverse, and hierarchical institution.
- Demonstrated ability to manage financial, organizational and staff resources.

Why Stanford is for You

Our Culture And Unique Perks Empower You With

Imagine a world without search engines or social platforms. Consider lives saved through first-ever organ transplants and research to cure illnesses. Stanford University has revolutionized the way we live and enrich the world. Supporting this mission is our diverse and dedicated 17,000 staff. We seek talent driven to impact the future of our legacy.

- Freedom to grow. We offer career development programs, tuition reimbursement, or audit a course. Join a TedTalk, film screening, or listen to a renowned author or global leader speak.
- A caring culture. We provide superb retirement plans, generous time-off, and family care resources.
- A healthier you. Climb our rock wall, or choose from hundreds of health or fitness classes at our world-class exercise facilities. We also provide excellent health care benefits.
- Discovery and fun. Stroll through historic sculptures, trails, and museums.
- Envious resources. Enjoy free commuter programs, ridesharing incentives, discounts and more!

The job duties listed are typical examples of work performed by positions in this job classification and are not designed to contain or be interpreted as a comprehensive inventory of all duties, tasks, and responsibilities. Specific duties and responsibilities may vary depending on department or program needs without changing the general nature and scope of the job or level of responsibility. Employees may also perform other duties as assigned.

Consistent with its obligations under the law, the University will provide reasonable accommodation to any employee with a disability who requires accommodation to perform the essential functions of his or her job.

Stanford is an equal employment opportunity and affirmative action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, protected veteran status, or any other characteristic protected by law.

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- ✔ Leadership
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- ✔ Program Management
- ✔ Training Delivery
- ✔ Facilitation
- ✔ Teaching
- ✔ Management
- ✔ E-Learning
- ✔ Change Management
- ✔ Community Consultation

Applicant seniority level

10 Senior level applicants

6 Director level applicants

4 Entry level applicants

Applicant education level

have a Master's Degree



20% have a Bachelor's Degree

12% have a Master of Business Administration

12% have other degrees

Applicants are in these locations

Reset map

10-15 applicants ✓

San Francisco Bay Area

1-5 applicants

Los Angeles Metropolitan Area

1-5 applicants

Greater Sacramento





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