

Title IX and EEO/AA Coordinator: LSUA and LSUE

Position Description

The Title IX and EEO/AA Coordinator oversees on-campus Title IX compliance including the implementation, enforcement, and coordination of Title IX on both the LSU Alexandria (LSUA) and LSU Eunice (LSUE) campuses. The Title IX Coordinator reports directly to the LSU Title IX Coordinator with a dotted line reporting relationship to the LSUA and LSUE campuses. As EEO/AA Coordinator, he/she will be report directly to LSUA and LSUE and will be responsible for creating and promoting a workforce culture of equity and inclusion to ensure compliance with all federal and state anti-discriminatory laws and regulations.

Commute time between the universities is approximately one hour each direction. The Title IX/EEO coordinator will serve both campuses and will spend equal time between Alexandria and Eunice.

Primary Responsibilities

- Provide oversight and implementation of policies and procedures at LSUA and LSUE to effectively comply with Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. §§ 1681 *et seq.*, and its implementing regulations, 34 C.F.R. Part 106, prohibit discrimination on the basis of sex in education programs or activities operated by recipients of Federal financial assistance.
- Manage and implement campus-based procedures that are compliant with LSU PM-73.
- Proactively manage the recruitment and training of Title IX investigators; strategize investigations to ensure timely remedial action plans; communicate and coordinate investigation teams and provide institutional reporting to all parties.
- Provide notification of investigations to all parties and determine the extent of each investigation; provide notice of charge, notice of hearing, notice of outcome, duty to warn, assurance of remedies, and record keeping for all Title IX activities.
- Plan, organize, and implement EEO/AA program activities including an affirmative action plan for both campuses.
- Create statistical and narrative reporting; monitor and assess employee recruitment, advancement, and retention activities for compliance with applicable laws and investigate complaints; develop and implement required EEO/AA training and review programs.

Background: LSUA and LSUE

As the only state-supported undergraduate university in Louisiana, LSUA's mission is to provide a broad spectrum of affordable undergraduate degrees in a robust academic environment that

challenges students to excel and creates proactive and reciprocal relationships that meet the needs of the diverse student body and community that it serves. LSUA's enrollment currently stands at 3277 with over 300 students residing on-campus. LSUA also resides on a 200 acre, tree lined campus located in Alexandria, Louisiana. Alexandria is located in central Louisiana 60 miles south of Natchitoches and 60 miles north of Lafayette.

LSUE is LSU's only two-year institution in the state. Courses and programs are easily transferable within the LSU family of institutions and at all other Louisiana public universities. LSUE offers degree programs and certificates leading to the associate's degree, the first two years of a baccalaureate degree or academic credentials to immediately enter the workforce. LSUE is home to the Bengals, comprised of three NJCAA athletic teams that have won a combined 8 national championships in the last 10 years. The campus student headcount is 2,900 with just over 200 residing on campus. LSUE is located in Eunice in southwest Louisiana about 40 minutes north of Lafayette and three hours west of New Orleans.

Required Qualifications

All candidates must possess a minimum of a baccalaureate degree and at least three years of work experience in human resources, Title IX, EEO/AA or other relevant field.

Preferred Qualifications

Preference will be given to candidates who possess a master's degree, doctoral degree or Juris Doctorate.

Preference will also be given to candidates who possess at least five years of experience with Title IX and/or EEO/AA compliance.

LSU IS COMMITTED TO DIVERSITY AND IS AN EQUAL OPPORTUNITY/EQUAL ACCESS EMPLOYER

Quick link at ad URL: https://lsu.wd1.myworkdayjobs.com/en-US/LSU/job/LSU---Alexandria/Title-XI-and-EEO-AA-Coordinator_R00009973-1