

District-Directed Call
Umoja Equity Institute Faculty Coordinator

September 1, 2025 – December 31, 2025

Assignment:

The application for the ***Fall Semester Substitute*** Umoja Equity Institute Faculty Coordinator is now open to full-time and part-time faculty members.

The Umoja Equity Institute Faculty Coordinator will receive 3 units per six months, with roughly 131.25 hours of work during that period. The term of the assignment is September 1, 2025, through December 31, 2025.

Submission Deadline:

Applications must be received by August 19, 2025. Late applications will not be considered.

Description and Scope of Work:

The Umoja Equity Institute has established College of Marin as a hub for the development of innovative programs and services to advance the College's mission and help the College meet strategic objectives. The College's new strategic plan, *Plan 2030: Defining Our Future*, outlines three strategic objectives:

1. Be the best place to study and learn
2. Be a great place to work and grow
3. Be a catalyst for positive community change

The Umoja Equity Institute Faculty Coordinator will:

1. Coordinate UEI community engagement and programmatic efforts to support professional learning on equity and collaboration around equity issues, ensuring the UEI is a hub for educators and those committed to equity work.
2. Coordinate activities designed to support the core UEI pillars:
 - a. Equity in Mental Health Partnerships
 - b. Institution- and Community-Wide Equity Partnerships
 - c. Institution-Wide Educational Initiatives
 - d. Student Leadership Development
3. Provide leadership and coordination of the UEI Facilitators and their work.
4. Provide leadership with College and Marin communities to ensure coordinated impact

Deliverables:

To fulfill the UEI pillars in support of *Plan 2030's* objectives, the Umoja Equity Institute will enact and institutionalize equity-based services that will:

1. Collaborate with Outreach staff and local K-12 and non-profit leaders to improve enrollment, retention, persistence, and transfer of African American and other students
2. Assist in the development of equity-based curriculum for College of Marin faculty and nurture collaborative learning opportunities and engagement

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3. Work directly with Learning Communities and Classified Staff in maximizing delivery of services and leadership development for both staff and students
4. Produce a regularized and coordinated program of learning opportunities to increase learning and expand engagement with the larger community
5. Coordinate the annual Equity in Mental Health Symposium and related opportunities
6. Coordinate the Emory Douglas Project at the College of Marin, including collaborating with campus partners on commemorative displays, presentation of artwork, curriculum, student access, and the celebration of the campus collection
7. Work directly with impacted diverse communities and county K-12 and other partners to increase equitable opportunities and outcomes
8. Produce an annual data-informed progress report focused on the above deliverables

Eligibility Requirements:

To be considered for the available position applicants must have:

- Full-time or part-time faculty status with teaching assignment in Fall 2025 at College of Marin
- Received a satisfactory evaluation in their most recent evaluation cycle (CBA section 8.14.4.1)
- Sufficient experience and/or training to serve in the role
- Availability to take on additional units for the term of the assignment, or identify (in the application materials) a clear plan to request a change in assignment without negatively impacting their department/program

Application Process:

Please send a letter of application to Jesse Klein (jklein@marin.edu) that addresses the following:

- Discusses your interest and motivation for taking on this role, in 500 words or fewer
- Details your qualifications for the position and how they relate to the job duties and eligibility requirements outlined above
- Confirms that your most recent evaluation was satisfactory, and notes the semester date of your most recent evaluation
- Provides your current assignments and schedule for this semester and the semester/time period when the assignment will take place (to the extent known)
- If necessary, provides a clear plan of how you would request to change your assignment without negatively impacting your department/program and/or any other assignments in your schedule (See Below Under Assignment Adjustments for More Detail)

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Eligible unit members may propose splitting the position between two or more unit members if they apply together and provide a clear outline of how the duties and compensation are to be distributed. Each co-applicant must complete the application process outlined above.

For more Information:

- Regarding assignment adjustment and scheduling availability requirements please contact your direct supervisor.
- Regarding the Umoja Equity Institute Faculty Coordinator position, please contact Jonathan Eldridge at jeldridge@marin.edu.

Administrative and Budget Details:

- Budget FOAP: **12664.25006.12430.602000**
- Budget Manager: **Jonathan Eldridge**
- Administrative Assistant: **Jesse Klein (jklein@marin.edu)**
- Project Supervisor: **Jonathan Eldridge**

Assignment Adjustments:

Faculty applying for this role must demonstrate their ability to take on additional units as per Section 8.5 of the Collective Bargaining Agreement (CBA). Requests to change your assignment must be discussed with your chair and supervisor **prior** to submitting your application.

Please note that approval of assignment changes is at the District's discretion. If the District does not approve of the proposed change in assignment, the application will be denied.

Terms of Acceptance:

By accepting this role, the applicant(s) agree(s) to the following:

1. Project Deliverables
 - Continue to meet all eligibility criteria
 - Perform the responsibilities associated with the position
2. Deadline Compliance
 - Deliver/produce the final product or outcome as described
 - Meet the deadline by which the final product or outcome is to be delivered
3. Non-Completion and Repayment Policy
 - If the faculty member fails to produce the final outcome or product at the time specified or an agreed-upon extension (granted by the Assistant Superintendent/Vice President of Student Learning and Success) they must repay to the District all monies received. They will also be ineligible for any overload, reassigned time, or stipend until successful completion of repayment.