



Volunteer Opportunity: Diversity, Equity & Inclusion (DEI) Programs Lead, SASF DEI Committee

The Seattle Animal Shelter Foundation (SASF) is looking for a **volunteer (unpaid) Diversity, Equity and Inclusion (DEI) Lead** to join our DEI Committee! SASF is a 501(c)(3) nonprofit focused on raising critical funds for the Seattle Animal Shelter (SAS). We support programs at the animal shelter that the City of Seattle cannot fund on their own. Our all-volunteer Board of Directors and committees are passionate about animal care and love giving back to our community.

As a member of the DEI Committee, the DEI Volunteer Lead will have the opportunity to evolve and implement SASF's overall DEI strategy.

The ideal candidate has a proven track record of success in managing DEI programming and initiatives, ideally for an animal nonprofit or related field. This position will support in advancing diversity, equity, and inclusion in all aspects of our work. Excellent interpersonal communication skills with the ability to listen well across a diverse set of perspectives as well as demonstrates understanding of diversity, equity and inclusion subject matter and ability to approach DEI through an intersectional lens are essential elements to this role. The candidate will also work cross-functionally with SASF board committees to evolve and execute against SASF's established DEI commitments (see below).

This role will support the DEI Committee in building upon and executing against the below DEI strategy commitments:

- Workplace Inclusion: Recruitment, Development & Retention
 - Board Recruitment: Prioritize efforts to establish at least 30% BIPOC representation.
 - Development: Hold 2 organization-wide, consultant-led DEI trainings.
 - Retention: Conduct an annual volunteer culture survey and exit surveys.
- Build Equitable Policies & Processes
 - Continue and grow the DEI Committee (est. 2023) to operationalize our efforts, center our initiatives, and challenge ourselves.
 - Develop and implement a vendor review rubric.

- o Review and refine SASF policy documents and communications guidelines with a DEI lens.
- Engage Diverse Communities
 - o Host community-centric events in diverse areas of the city/region.
 - o Ensure communications are accessible (e.g., language translation, font size/type, location of postings, etc.)
 - o Actively and continuously identify community partnerships supporting diverse business owners and the larger community we serve.
 - o Amplify the DEI work of the Seattle Animal Shelter and partner with them when appropriate.

Qualifications:

- Professional or volunteer experience in Diversity, Equity & Inclusion.
- Experience volunteering for a nonprofit preferred, not required.
- A positive attitude and genuine desire to make a difference for Seattle’s shelter pets and their people.

Time commitment: 3 to 5 hours per week, on average.

If this sounds like you, we’d love to hear from you! Please email your resume to SASF’s Recruiting Specialist, Upasana Mishra, at umishra@seattleanimalshelterfoundation.org.

To request disability accommodation in the application process, please include in your email to Recruiting.

The Seattle Animal Shelter Foundation (SASF) is committed to advancing diversity, equity, and inclusion in all aspects of our work, with a strategic focus in establishing inclusive recruitment and retention initiatives. SASF is proud to be an equal opportunity employer. All qualified applicants for paid and volunteer positions will receive consideration for employment without regard to race, religion, creed, color, national origin, age, sex, gender, gender identity or expression, two-spirit identity, sexual orientation, sensory, physical, or mental disability, marital status, political ideology, protected veteran status, or on any other basis protected by federal, state or local law, or any other non-merit based factors.