

Director, Global Diversity and Inclusion

The Associated Press ★★★★★ 156 reviews

New York, NY 10281

\$125,000 - \$135,000 a year

Apply on company site



Benefits

Pulled from the full job description

401(k)

Health insurance

Paid time off

The Associated Press is an independent global news organization dedicated to factual reporting. Founded in 1846, AP today remains the most trusted source of fast, accurate, unbiased news in all formats and the essential provider of the technology and services vital to the news business. More than half the world's population sees AP journalism every day.

The Associated Press seeks a highly motivated Global Director of Diversity and Inclusion. In this role, you will work closely with the leadership team to design D&I strategies with the goal of fostering a diverse and welcoming culture in AP's more than 200 locations worldwide. This position reports to the VP, Human Resources and will be based at AP headquarters in New York, NY.

The Director will partner with leadership across lines of business and global markets to understand the facets of diversity in that particular business line and in those specific geographic locations. The Director will lead the development of a D&I business strategy for AP overall and for each AP division, and will provide subject matter expertise on relevant inclusion practices.

The ideal candidate has significant prior training and/or related human resource experience, particularly in support of diversity and inclusion programs and initiatives. They will have a proven track record of project management and ability to drive programs that support the organization's workforce diversity, inclusiveness, and retention opportunities. The candidate should possess strong analytical skills and ability to translate metrics, research, and trends into strategy. They also have proven ability to build and maintain positive relationships internally and externally. They must be a team player with excellent written and verbal communications skills.

Training and education are a significant part of this role. The director will develop, implement and deliver training programs in multiple formats across the organization.

The director will be a resource for all approved Employee Resources Groups in support of their goals and objectives.

Key responsibilities:

Design, develop and implement innovative D&I strategies, programs and initiatives across AP

Advise on the development and implementation of diversity recruitment, retention and promotion practices including the expansion of existing initiatives

Develop and implement corporate diversity and inclusion strategies, including recruitment, performance management, leadership development, employee engagement and retention

Integrate D&I into the business strategy; partner with business leaders to provide strategic advice and ensure accountability

Leverage data and metrics to measure progress and impact, inform our approach and communicate priorities

Working with Corporate Communications, develop D&I communications strategy; partner with Corporate Communications team to implement

Manage the D&I budget

Partner with HR generalists to share and implement best practices in their client groups

Develop and manage partnerships with external organizations for recruiting, research, insights, best practices and benchmarking

Respond to government inquiries/audits related to diversity of AP staff worldwide

Develop standards for D&I in vendor selection processes, globally

Develop and implement standards for D&I in freelancer management process globally

Qualifications

Proven track record of working with senior stakeholders to deliver D&I outcomes

Bachelor's degree required; Master's degree preferred

8+ years of experience working in human resources and 3+ years of experience working in a Diversity and Inclusion role

Experience working in a global environment operating across multiple geographies, cultures

Experience with employee resource groups a plus

Strong analytical skills

Requires a high level of discretion and the ability to manage confidential information, exercise sound judgment and manage risk

Effective relationship builder from the highest, executive levels to entry-level; able to influence important decisions

Experience leading events and training programs, from development to delivery, in collaboration with key partners

Strong verbal and written communication skills with experience in facilitation/ presentation

Excellent project management skills