Title IX Coordinator

Position Summary

The Title IX Coordinator reports to the Equal Opportunity/ADA/Title IX Officer with a dotted line report to the Chancellor and has primary responsibility for oversight of the University’s Title IX efforts including but not limited to:

- Coordination of the University’s effort to comply with statutory and regulatory requirements as it relates to Title IX laws and regulations
- Oversight of university wide education, training and outreach programming related to Title IX
- Coordinating and executing in a timely manner the University’s response and investigation of complaints pursuant to Title IX including sexual harassment and sexual misconduct
- Monitoring and oversight of implementation of Title IX compliance

The Title IX Coordinator will assist the University of North Carolina at Chapel Hill in achieving its goals of providing an open, diverse and inclusive learning and working environment by monitoring the University’s compliance with Title IX regulations and requirements.

Educational Requirements

Master’s degree in business, human resources, higher education administration or other relevant discipline is required. Juris doctorate or equivalent from an accredited law school is preferred, but not required.

Qualifications and Experience

A minimum of five years of progressively responsible experience in equal opportunity affirmative action or human resources is required. Demonstrated knowledge of and ability to interpret federal and state equal opportunity and non-discrimination laws and regulations, including Title IX, sexual harassment and other applicable laws and regulations is required. Experience required in complaint resolution and investigations and grievances. Higher education experience is preferred. The successful candidate must have strong organization, planning, analytical and problem resolution abilities; demonstrated ability to communicate effectively both verbally and in writing; excellent interpersonal skills; ability to understand the needs of the University and to work collaboratively with students, faculty, staff, administrators and community partners.