

Louisiana Society for Human Resources Management (LASHRM)  
Position Description

**TITLE:** LASHRM Diversity/Inclusion Director

**REPORTS TO:** LASHRM State Council Director

*Function:*

Monitors and evaluates on a continuing basis state and local activities concerning diversity issues, and works with chapter diversity directors to encourage involvement at the chapter level.

*Duties and Responsibilities:*

1. Serves as a non-voting member of the state council and is expected to attend and participate in all meetings of the council.
1. Encourage the appointment of a diversity director at the chapter level within the state.
2. Develop and work with the chapters' diversity directors to ensure they have information and materials to promote diversity.
3. Develop and distribute information to the state council and chapters within the state on diversity.
4. Be available for presentations if and when appropriate, or help to identify programs or speakers for conferences or chapter programs.
5. Coordinate efforts in developing diversity initiatives that can serve as models for other chapters.
6. Work with chapter diversity directors to identify minorities and other diverse members in the state who might be interested in additional volunteer leadership opportunities.

*Requirements:*

1. Must be an SHRM member in good standing throughout the duration of participation on the Governing Body (Article VI, Section D). HRCI certification highly desirable.
2. Appointment is made by the State Council Director. (Article VI, Section E)
3. Should be able to visit chapters throughout the state as needed.
4. Serves a term beginning the first day of January and ending the last day of December. May be reappointed in the same position for not more than four additional consecutive years. (Article VI, Section E)