



NEW YORK CITY FIRE DEPARTMENT CITYWIDE JOB VACANCY NOTICE

CIVIL SERVICE TITLE Deputy Commissioner (FDNY), M-VII	TITLE CODE NO. 12935
OFFICE TITLE Deputy Commissioner/Chief Diversity and Inclusion Officer	SALARY \$96,459 - \$203,660
BUREAU/DIVISION/UNIT Office of the Commissioner	LOCATION 9 MetroTech Center Brooklyn, New York

JOB DESCRIPTION:

The FDNY seeks a qualified candidate with a proven record of success to be its Chief Diversity and Inclusion Officer (CDIO). The selected candidate will serve as a Deputy Commissioner, reporting directly to the Commissioner of the FDNY. The CDIO will be responsible for developing and implementing strategies around fostering an inclusive workplace culture; designing diversity and inclusion trainings; ensuring equal employment opportunity (EEO) compliance; measuring diversity in hiring, retention, and promotions; building support for and adoption of diversity and inclusion efforts agency-wide, with particular focus on the uniformed staff; serving as a liaison to employee affinity organizations at the FDNY work extensively with the Department for Citywide Administrative Services (DCAS) and the Law Department to comply with City requirements specific to In addition to this role, the candidate will also serve as a member of the FDNY's executive leadership team and will work collaboratively across the agency as well as with city-wide diversity & EEO best practices groups, to monitor and implement diversity initiatives.

QUALIFICATION REQUIREMENTS:

A baccalaureate degree from an accredited college and a minimum of eight to ten years of satisfactory full-time experience in the field of Diversity and Inclusion, Equal Employment Opportunity (EEO) and Workforce Development. Such experience may have been gained in either the private or public sector in areas such as human resources, labor relations, community relations or law. Five years of this experience must have been in managerial or executive capacity, supervising staff and reporting to executive leadership.

PREFERRED SKILLS:

Certifications as a diversity and inclusion, or labor relations or human resources professional are preferred along with existing memberships in best practices organizations.
Must have a demonstrated ability establishing, executing, and measuring successful diversity and inclusion efforts, as well as serving as a change agent by mobilizing, influencing and building consensus among key stakeholders.
Very strong leadership skills to effectuate agency wide policies and procedures, and implement change, along with exceptional analytical skills and communication skills.
Experience with the laws and regulations relating to EEO; familiarity with investigatory practices; and a working knowledge of mediation and alternate dispute practices are beneficial. Professional experience in the military or with a uniformed force preferred.

NOTE: New York City residency is required within 90 days of appointment.

TO APPLY: NON-CITY EMPLOYEES/EXTERNAL CANDIDATES PLEASE GO TO <https://a127-jobs.nyc.gov/>
CITY EMPLOYEES MUST APPLY VIA **EMPLOYEE SELF SERVICE** <https://a127-ess.nyc.gov/> REFER TO JOB ID # **224135**

DATED: December 3, 2015 ***POST UNTIL*:** Until filled

*"FDNY is ranked as the top place to work among gov't agencies; and 17th overall among 500 employers among large U.S. companies, nonprofits, gov't agencies, and U.S. divisions of multi-national."
-Forbes magazine, on "America's Best Employers 2015"*

The Fire Department is an Equal Opportunity Employer.