

City of Roseville DEI Consultancy

Strategy Team Description

CONSULTANCY Relationships



Consultancy Purpose:

The purpose of the DEI Consultancy is to support the City's continued efforts to embed a racial equity lens within day-to-day work of city business by providing immediate, on-going and long-term actions the city can take; advise on community engagement components as a means to ensure key city strategies are targeted and intentional to have maximum impact in closing the gap among key indicators of success and full civic engagement for diverse communities, and to build upon the city's foundational work already started in this area to ensure sustainable structure, actions and ongoing work continues.

Team Overview:

The team is a group of diverse city staff members, responsible for a) providing guidance to the consultant on overall direction for the consultancy; b) supporting the effective participation of a broader group of Stakeholders in the consultancy activities as necessary, sufficient and appropriate; c) helping craft and review a citywide improvement plan; and d) contributing to leadership adoption of the improvement plan.

Primary Task:

The primary role of the team is to evaluate, recommend and help implement activities, programs, and campaigns that further the development and adoption of the equity strategic action plan for the City of Roseville. The group is responsible for evaluating the feasibility of proposed activities and for ensuring that all recommended activities align with the mission and philosophy of the City, its Values, and its equity goals. The group also helps ensure integration of improvement efforts with other City initiatives, such as GARE. The group should operate strategically, considering the scope, purpose and outcomes of proposed activities. The team also is responsible for monitoring developments within the organization and community throughout the project and reporting significant information to the consultant.

Time Commitment:

The team will meet every other week.

Responsibilities:

Members are expected to be active participants. They must commit the time, energy and resources needed to assist the initiative in realizing its goals and objectives. Team members are responsible for attending the majority of meetings; responding to communications from the consultant, staff and leadership; delivering on any assigned activities; ensuring plans are carried out; and being accountable to the goals of the project.

Reports To: Assistant City Manager

Chair: TBD (Equity & Inclusion Manager)

Staff: Katie Bruno

Lead Consultant: Lisa Tabor, CultureBrokers LLC, lisa@culturebrokers.com, 651-321-2167

Skills/Abilities Required:

- **Ability to analyze and connect the** purpose to city activities, programs and campaigns for effectiveness and efficiency at individual, social and structural levels, including appropriateness, accessibility, cultural fit, etc.
- **Ability to lead with equity.**
- Ability to choose objectively among competing courses of action and to organize the actions of those who will carry out those decisions.
- Ability to engage in consensus-based decision-making and fully support those decisions.
- Ability to consider the “big picture”.
- Genuine interest in responding to the hopes and concerns of the different stakeholders.
- Ability to listen to and communicate with people of various viewpoints, abilities and experiences.
- Ability and willingness to champion activities and explain decisions to colleagues and other stakeholders.