



Diversity, Equity, & Inclusion Officer Roles and Responsibilities

Title	ASTS Diversity, Equity, & Inclusion (DEI) Officer
Purpose	With support from the ASTS Executive Committee, establish policies and procedures for increasing the diversity and inclusiveness of both the Society and the field of transplantation; identify the necessary resources, both financial and other, for the operation of diversity and inclusion programs; and monitor organization performance.
Term	Three years beginning in 2022
Eligibility	The DEI Officer must be an active Regular Member in good standing at the time of their election and during their term of office. The DEI Officer shall be elected from three candidates on the ballot and have lived experience in promoting diversity, equity, and inclusion, such as work to reduce disparities and advocating inclusion by serving as a role model and leader for under-represented minorities in medicine or transplantation, as well as a record of service to ASTS. The person in this role would automatically ascend to President-Elect at the end of their term (replacing the wild card slot).
Meetings	Three ASTS Council Meetings (3 in person, conference calls as needed) and monthly Executive Committee Meetings
Responsible to	ASTS President

Responsibilities

- Establish policies for administering diversity, equity, and inclusion programs and services in accordance with ASTS' mission
- Identify resource needs to support ASTS' diversity, equity, and inclusion programs, including assisting staff in development activities when needed
- Represent ASTS and its work on diversity, equity, and inclusion at conferences, on national and state advisory groups, before government agencies, and with private individuals
- Identify and share trends, issues, and news with the Council and ASTS staff, including emerging "best practices," government policies, and opportunities to advance diversity, equity, and inclusion in transplantation
- Participate in activities to share emerging transplant issues and as requested by the Council and staff
- Serve as an adviser to other ASTS groups on issues related to diversity, equity, and inclusion
- Serve as Council Liaison to Wellness Committee and advise peer support program
- Serve as Council Liaison to Pipeline Task Force
- Serve as Council Liaison to the Diversity, Equity, and Inclusion Committee
- Serve as a member of the Nominating Committee

Expense Support	Travel expenses (except for the meetings held in conjunction with ATC) and ASTS-sponsored conference calls are covered by ASTS.
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