OHSU Healthcare Cultural Advocacy Team (CAT) - Position Description

Action Requested:	New Committee ___ Revised Committee _x_	Date completed:	May 16, 2011

1. GENERAL INFORMATION:		
TITLE Cultural Advocate		**COMMITTEE** OHSU Healthcare Cultural Advocacy Team (CAT)
ADVOCATE NAME		**TIME REQUIRED** 4 hours monthly/48 hours annually (Time compensated by the individual member's department)
MISSION GROUP OHSU Healthcare		**COMMITTEE LEADER:** Chair, OHSU Healthcare Cultural Advocacy Team

2. PURPOSE:
The Cultural Advocate is a member of the OHSU Healthcare Cultural Advocacy Team (CAT) and in that capacity serves the organization by developing culturally sensitive initiatives to establish and maintain a culturally inclusive environment among patients, co-workers, students, visitors and any other stakeholders.

3. KEY RESPONSIBILITIES:	% Of duties
• Attend CAT meetings:	50%
o Contribute to the development of the OHSU Healthcare Diversity and Inclusion Strategic Plan, aimed at helping OHSU achieve the status of employer and provider of choice for diverse individuals and communities.	
o Provide recommendations for best practice and support program development within OHSU Healthcare that promote diversity and enhance cultural competency and inclusion.	
o Annually provide critical analysis of the successes of the OHSU Diversity and Inclusion Strategic Plan. Provide input on growth opportunities for OHSU Healthcare in light of organization objectives and constraints and evaluate how effectively the annual Diversity and Inclusion Strategic Plan is moving the organization forward as a diversity leader in Oregon.	
• Attend assigned sub-committee meetings and CAT sponsored events whenever their work schedule and duties allow, with a minimum of one event annually.	10%
• Support marketing and communication of diversity and inclusion initiatives to relevant audiences.	10%
• Provide support to individual units and departments that are requesting assistance in increasing cultural competency in their workplace.	10%
• Identify resources to expand interaction and collaboration with diverse community organizations.	10%
• Other duties as recommended by the CAT and approved by the OHSU Healthcare Administrative Team.	10%

5. QUALIFICATIONS: **The following Core Competencies are expected of all committee members.**	
Accountability:	Ability to establish mutual agreements that result in clear responsibility, taking personal action to accomplish an agreed upon result and assuming personal responsibility for the results of behaviors and actions**.**
Integrity:	Actions are consistent with ethical values. Honest in communication and actions.
Diversity:	Honors the uniqueness of each individual, challenges stereotypes and promotes sensitivity and inclusion. Functions effectively and respectfully within the context of varying cultural beliefs, behaviors and backgrounds.
Respect:	Demonstrates consideration and appreciation for colleagues, clients and customers.
Service Orientation:	Seeks opportunities to improve the work and work environment to better meet the needs of internal and external customers.
Teamwork & Collaboration:	Works cooperatively and productively with others to achieve shared goals.
Communication:	Demonstrates the ability to convey thoughts and ideas as well as understand perspective of others.
Change Leader:	Ability to act and provide leadership throughout the change process. Engages employees in the entire process and develops commitment for sustaining change.

Qualifications	**Required**	**Preferred**
Education:	N/A	• Coursework and/or experience that demonstrates exposure to tenets of cultural competence and/or diversity advocacy.
Background:	N/A	• Demonstrated respect, empathy and humility in working with cultural and linguistic differences. • Successful participation in high performing, diverse teams. • Bicultural individuals, members of ethnic or cultural minority groups, persons with disabilities, immigrants, and/or refugees are encouraged to apply.
Experience:	• Overall OHSU performance appraisal at or above fully proficient. • No current disciplinary action in file.	• OHSU performance appraisal ratings excel. • Experience that demonstrates personal passion to achieve cultural inclusion and sensitivity at OHSU.

Assignment Related Knowledge, Skills and Abilities (Competencies):	• Working knowledge of the OHSU Code of Conduct	
Registrations, Certifications and/or Licenses:	N/A	• Membership in culturally inclusive organizations and/or participation in related diversity projects or activities.
Compliance:	• Code of conduct • Respect in the workplace • Applicable policies, procedures and agreements related to position, department or OHSU as a whole	N/A

6. SIGNATURES/APPROVALS:

My signature denotes that I am willing to serve in the capacity of CAT member. I certify that I meet the requirements set forth above and that I will attend and actively participate in all meetings. My supervisor is aware of and supports my participation. My supervisor's signature denotes support for my cultural advocate role and confirms the provision of reasonable release time to attend meetings or other approved activities up to 48 hours annually.

	Type Name	**Signature**	**Date**
MEMBER			
MEMBER SUPERVISOR			