

Diversity Statements for Applicants

Berkeley Executive Search

UC Berkeley is committed to achieving excellence through diversity in the classroom and the workplace. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and [our Strategic Plan](#).

Some positions at UC Berkeley, such as positions that may have management responsibilities over other personnel, may request a 1-2 paragraph statement on your contributions to diversity, equity, inclusion, and belonging in your professional experience as part of your application. Advancing the principles of diversity, equity, and inclusion are fundamental to the Principles of Community at Berkeley that state “every member of the UC Berkeley community has a role in sustaining a safe, caring, and humane environment in which these values can thrive.” This document aims to offer some information and suggestions on writing an effective diversity statement.

In preparing your diversity statement, consider a few things:

- What is your understanding of diversity, equity, inclusion, and belonging and how have your experiences & training shaped your understanding of these values? How does your experience with these values synergize with Berkeley’s Principles of Community and how might you contribute to them further?
- What are your own contributions to diversity, equity, inclusion, and belonging? How has your own work and/or experience supported a respectful and open workplace that is welcoming of people regardless of their differences?

When writing your diversity statement, keep in mind the audience who may be reviewing the statement, who may include the hiring manager and/or other stakeholders to the position of which you are applying. Try to include specific actions and/or examples to highlight your experiences and directly show how you have worked to support and advance the values of diversity, equity, and inclusion.

Examples of a good diversity statement will include some specific topics, including, but not limited to, past experiences that have shaped your understanding of DEIB or how you have sought growth in those areas, specific examples of how you incorporate principles of DEIB into your work, specific actions and/or measures that augmented these values, and plans for how you would apply elements of DEIB to your work in the position for which you are applying. The purpose of this statement is to help showcase and demonstrate for the hiring manager (and search committee / stakeholders) that you possess a clear understanding of the values of diversity, equity, inclusion, and belonging, as reflected in a few primary areas:

- Possessing past experiences or learning opportunities that have helped shape your understanding of the values of DEIB to engage with a diverse range of cultures and ideologies
- Direct examples of how you have incorporated the elements of DEIB into your professional work to support a more open and inclusive environment
- An understanding of how your experiences and understandings can be applied to your work and the role which you are applying to

Please see below for the specific policy implementation language around Diversity Statements from [PPSM 20](#):

Supervisor and Manager level positions (i.e., classified as Supr 1-2 and Mgr 1-4) will include a brief statement submitted by the Qualified Applicant that will outline their **past, current, and future contributions to diversity, equity, inclusion and belonging (DEIB) in their work.**

Hiring Managers and/or Search Committees shall assess Qualified Applicants in three (3) main areas of their statement:

1. A past experience that has shaped their understanding of DEIB, or how they have sought additional learning opportunities to engage different cultures or ideologies.
2. Specific examples of how they have incorporated elements of DEIB into their work, research, or service.
3. Plans for how they will apply elements of DEIB to their work in the position to which they are applying.

The purpose of this statement is to showcase their understanding and activities in the three areas described above. A typical strong statement includes specific, detailed examples and descriptions that demonstrate both understanding and actions. Weaker statements tend to be vague, contain little information about the specific role in an activity, or mostly highlight efforts that are already fundamental to a position. Upon the search committee's review of the applicants, the HM/Search Committee will review all search committee comments as well as any screen notes and DEIB statement when applicable and develop a list of those candidates who appear to best match the posted minimum and preferred qualifications.