

Diversity & Inclusion Manager (St. Louis office)

Greensfelder, Hemker & Gale, P.C. has an opening for a full time Diversity & Inclusion Manager. This position will work closely with the Chief Diversity Officer to attract, develop and retain a diverse talent pool of attorneys and staff and promote an inclusive work environment. The Diversity & Inclusion Manager will work collaboratively with HR and the Director of Professional Development to provide diversity education programs for all employees. The person in this role will be responsible for tracking and reporting on metrics to measure the progress and effectiveness of the firm's diversity and inclusion initiatives. Other job duties will include assisting the Diversity & Inclusion Committee with community outreach, sponsorship requests and the firm's affinity groups. 3+ years of experience with diversity and inclusion initiatives preferably in the legal industry or other professional services industry. Bachelor's degree required. JD or Master's Degree a plus. Demonstrated leadership qualities, including excellent interpersonal and collaborative skills, inclusive leadership style, strategic and innovative thinking, professional presence and the ability to build enthusiasm desired.

Please send all resumes to Jessie Fenton, Recruiting Manager at jlf@greensfelder.com or candidates can apply online through our career portal at <http://www.greensfelder.com/careers.html>.