

UNIVERSITY DIVERSITY OFFICER (UDO)

Preamble

1. National University of Medical Sciences (NUMS) has a founding commitment to being an equitable, inclusive, and welcoming community and continues to support actions to uphold these principles through programs and initiatives that address issues of diversity, equity, and inclusion.
2. Diversity awareness means being aware of and embracing the variety of diverse aspects of humanity, be it ethnicity, religion, race, color, creed, gender, marital status, or physical disability. To this end, NUMS aims to restate its commitment to build an all-inclusive and diverse community by promoting diversity awareness initiatives, thereby improving the overall experience of faculty, staff, and students.

Importance of Promoting Cultural Diversity

3. As NUMS grow more diverse, fostering an inclusive culture becomes more of a priority. By exposing faculty, staff, and students to the plurality of opinions, cultures, and backgrounds found in the modern workforce, NUMS can better equip them to succeed in their workplaces and help them to enrich their own personal lives.

Role of University Diversity Officer

4. UDO is committed to promoting a campus culture which values and protects diversity, equity, and inclusion at NUMS through providing *continuous soft skills training opportunities* to guarantee productive interactions among diverse groups of individuals, and keep equity problems from escalating to a discrimination complaint.

Responsibilities of UDO

5. Following are the responsibilities of UDO:
 - a. Designing and organizing diversity training for faculty, staff, and students
 - b. Arranging resource persons for delivering presentations on diversity issues
 - c. Hosting / supporting multicultural events
 - d. Highlighting the needs of ethnic and religious minority groups, and those affected by physical disability
 - e. Raising awareness of equality issues and promoting cohesion

Required Skillset for UDOs

6. Following is the required skillset for UDO:
 - a. **Problem-solving:** UDO should have good conflict management skills, patience, open-mindedness, and be able to find / suggest fair solutions to workplace issues.
 - b. **Empathy:** He/she should be able to understand and respect people from a variety of backgrounds and experiences.
 - c. **Communication:** He/she should have strong written and verbal communication skills for writing reports and delivering effective messages to NUMS stakeholders.
 - d. **Multi-tasking:** He/she should have the time management and organizational skills to oversee multiple tasks at the same time.