

Suggestions for composing a Statement for Diversity, Inclusion, and Equity

Department of Mathematics, Rice University

The framework of writing a Diversity, Inclusion, and Equity (D/I/E) statement can be similar to that for a research paper, for a grant proposal, for a lesson plan, or even for a business plan. Namely, one could provide contextual information, state one's goals towards D/I/E work, and then discuss how one has achieved some of these goals and plan to achieve future ones. Consider the steps below for a sample of how such a statement could be composed. Note: The format below is *not required*; it is only a suggestion and is purely optional. All formats of D/I/E statements will be given equal consideration.

It is understood that, as with research and teaching statements, a D/I/E statement will reflect a program commensurate with a candidate's status. Specifically, the statement by a candidate for a tenure track/tenured position is likely to be more substantial than one from an applicant for a postdoctoral position.

Suggested Outline of a D/I/E statement

Introduction: Goals and Context

To put the statement into context, one could share some of their professional or personal background information as it pertains to the material in the document. One can also summarize their broad goals related to diversity, inclusion, and/or equity here.

Preliminary Material: Working definitions

Next, one could provide their own working definitions of key phrases such as "diversity", "inclusion", "equity", "underrepresented groups", etc. in order to put the rest of the statement into context.

Main Results: Past and Current Contributions of D/I/E work

Here, one can elaborate on their specific contributions towards achieving their broad goals of D/I/E work discussed above, and could also discuss the impact of these activities. It would also be useful to discuss how one's D/I/E work is integrated into various research endeavors, teaching duties, and service & outreach commitments.

Future Directions: Future Contributions of D/I/E work

Finally, one can discuss future plans towards D/I/E work (integrated into research, teaching, and service & outreach work) in the context of the material above.

Bibliography: Various References

One way to support current or future plans for D/I/E work, if applicable, is to provide references. Some examples are:

- Documents — webpages, articles, or other materials on one's own work or on work of others.
- Contacts — names and contact information** of people who can corroborate past and current D/I/E work, or who can discuss the likelihood of achieving one's goals for such work. Natural fits are best, e.g., former students or others involved in these endeavors.

** This is pertinent to tenure-track/tenured positions only. If names are supplied, then we may contact these individuals for a quick opinion only in the event that the candidate makes our preliminary interview list. To determine this short-list, the only letters of recommendation that we will take into consideration are those requested via Mathjobs (e.g., for research and teaching performance).