



# JEWISH ENGAGEMENT COORDINATOR

## FULL-TIME POSITION

### The J's Vision & Purpose:

At our core, we believe in inspiring people to live the Jewish lives they want to live. Our dynamic team is guided by our mission: to build and sustain a caring and vibrant community hub that is welcoming to all and based on a solid foundation of Jewish values and with a strong connection to Israel.

### What We Do:

From daycare to seniors' programs, fitness to recreation, Jewish learning to holiday celebrations, and everything in between, the J provides life-changing programs infused with Jewish values that inspire and enrich our members and provide a best-in-class experience.

### The Right Jewish Engagement Coordinator:

Under the direction of the Chief Officer of Programs and Outreach, the Jewish Engagement Coordinator will be an effective leader of informal and formal Jewish education. At your core, you're a superb **community connector** with a strong flair for helping people and providing exceptional programs and customer service. **Jewish culture, traditions, and a connection to Israel** are evident in your passionate and friendly interactions. You are also able to work a **flexible schedule including some evenings and weekends**. Your English language skills are superior, verbal and written, and if you speak Hebrew and/or Russian it is a huge asset. Duties and responsibilities include:

- Recruit participants who are not yet engaged in Jewish communal life;
- Build strong relationships with individuals, families and colleagues to provide a warm, inviting, respectful environment to strengthen positive Jewish identity;
- Coordinate high-quality Jewish programming for all demographics;
- Manage a calendar of formal and informal Jewish educational and cultural programs at the Schwartz/Reisman Centre and the Prosserman JCC;
- Develop a program framework to link programmatic experiences for individuals and families;
- Collaborate on community-wide holiday programs and events;
- Launch pilot programs to recruit new individuals and families;
- Ensure programs include relevant, engaging Jewish content;
- Explore, develop, and continue to build partnerships with key community partners;
- Coordinate professional Jewish education development for full-time and part-time staff;
- Evaluate engagement and empowerment of individuals and families;
- Animate the atriums with Jewish life.

### Qualifications and Skills:

In addition to a passion and track record for building Jewish community, the successful Jewish Engagement Coordinator will also possess the following skills and qualifications:

- B.A. graduate degree in Jewish Education, Judaic Studies or related field.
- At least five years of experience in social or educational programming and program administration.
- Self-motivated, proactive, visionary, and creative.
- Manage multiple programs/projects at one time with superior organizational skills.
- Build relationships with community lay leaders.
- Ability to articulate an inspiring Jewish vision.
- Able to lead change.
- Able to create and manage a budget.
- Passionate about growing Jewish pride and identity and strengthening the community by engaging Jews and non-Jews.
- Strong written and verbal communication skills.
- Excellent interpersonal skills, including the ability to motivate, inspire and convene.



- Able to identify, develop and maintain relationships that further collaboration.
- Proven teaching and public speaking skills.

### **Change Lives, Work, & Grow with Us:**

Work with some of the most passionate, driven, and effective community builders in the world and be part of an environment which will challenge you and empower you to keep learning and growing. What else can you expect?

- Swim, workout, and enjoy our programs with a free Family Membership at the J.
- Jewish holiday community celebrations & paid time off to enjoy the Jewish holidays with your family.
- Comprehensive wellness benefits and commitment to your training and career growth.
- Of course, all of this also comes with a market competitive salary.

### **How to Apply:**

We welcome all applicants. Accommodations during all phases of the hire process will be made wherever possible. If you are interested in and well qualified for this exciting opportunity, please submit your resume in confidence via e-mail no later than **July 23, 2021** to [jennifer@prossermanjcc.com](mailto:jennifer@prossermanjcc.com). Please clearly state the job title in your email subject line. Along with your resume and cover letter, please also submit an up-to 2-minute (max.) video recording answering the question: **What is the greatest impact you can make to the J by being part of the Programming Team?**

**We appreciate your application, however we will only be contacting the candidates we wish to interview.**