Director of Youth Education and Family Engagement
(Full-Time)

Judea Reform Congregation is a vibrant, welcoming community where Jews and their families in the greater Durham-Chapel Hill area and beyond gather to worship, learn, serve, and actively engage in the sacred traditions of our shared heritage. We are inspired by Jewish history, the wisdom of our sacred texts, and the tenets of Reform Judaism. We use these in order to nurture our souls and our connection to God, to educate our children as well as ourselves, to cultivate leadership among all congregants, to celebrate our joys, to comfort those among us who are suffering, to serve our community and the world at large, and to promote peace and understanding. We preserve the great traditions of Judaism, respond to the current concerns of our community, and plan for a future of sacred engagement for generations to come.

**JOB DESCRIPTION:**

Judea Reform seeks a dynamic, compassionate educator who will reimagine and guide our youth education and programming, from our youngest members through our teenagers. This full time, senior leadership position includes managing Judea Reform Congregation's Religious School, family programming, and teen engagement programs in close collaboration with our Senior Rabbi, Director of Music and Community Engagement, and Executive Director. Key aspects of this role include being organized and transparent, creating and documenting processes, and communicating effectively both verbally and in writing. Ideal candidates are both visionaries and astute managers, Jewish educators who can build on their experience to craft an innovative, structured, inclusive, comprehensive program that is in line with our mission as a Reform Jewish congregation.

**JOB RESPONSIBILITIES:**

Religious School: The religious school is central to this role, as it is the foundation for the future of our congregation. The Director will inspire and motivate our religious school
students, teachers, staff, and families, as well as lead by example in terms of clear communication and efficient task management. We celebrate neurodiversity and inclusion at Judea Reform, and expect our Director to incorporate the latest strategies and evidence based practices for supporting all learners.

- Guiding the curriculum, which centers on Reform Jewish values, traditions, beliefs, Torah and sacred text study, and Hebrew language learning, for pre-K through 12th grade students
- Recruiting, hiring, mentoring, supervising, coaching, and communicating regularly with religious school teachers, madrichim (teen classroom aides), and the administrative assistant for the religious school, including managing and maintaining all contracts
- Overseeing student assignments and student progress, and promoting student safety and well-being
- Preparing and adhering to the religious school budget, overseeing the electronic school registration process, and administering scholarship funds
- Arranging building usage and ensuring proper functioning of the facility in coordination with the Executive Director and the school administrative staff
- Communicating regularly with families, and involving them in community programs that are connected to the religious school

_B’nei Mitzvah and Teen Engagement and Programming:_ The Director will partner closely with the Senior Rabbi, the Director of Music and Community Engagement, Durham Regional Temple Youth coordinators, religious school teachers and tutors, and representatives of our lay committees to expand upon a robust program that will keep teenagers excited about Reform Judaism and engaged in Jewish learning before, during, and after their _B’nei Mitzvah_. Our teen programming emphasizes the growing responsibilities of young Jewish adults and facilitating their involvement in our congregational commitment to _tikkun olam._

- Working with the Senior Rabbi, Director of Music and Community Engagement, and Pastoral Care & Life Cycle Coordinator to plan curriculum and programming to prepare students for _B’nei Mitzvah_ and other life cycle occasions
- Overseeing JRC teen engagement programs, supervising the teen youth advisor, supporting our teens, and forging connections with the wider community through teen programming
● Collaborating with the Rabbi on curriculum and programming for 10th Grade *Kabbalat Torah* (confirmation program)

● Creating and facilitating opportunities for teen leadership and service work, both within and beyond the JRC community (URJ, RAC), including identifying and promoting URJ teen programs and scholarship opportunities

**Programming for Families with Young Children:** The Director will nurture our families with young children by providing safe, supportive, and joyous spaces for them to gather in community. Our Senior Rabbi and our Director of Music and Community Engagement have created an atmosphere alive with music, where singing, dancing, and listening are gateways to spiritual celebration. In addition to music, we introduce our youngest members to Judaism through age appropriate, hands-on activities that draw multiple generations together.

● Working closely with, and supporting, events and programming developed by the Youth Education and Family Engagement (YEFE) Committee related to young children

● Running our Gesher program, a monthly experiential learning opportunity for children ages 6 months through 3 years (accompanied by an adult caregiver)

● Developing programming for young children and their families for each of the holidays

● Facilitating the transition from early childhood programming into the religious school by offering resources and support

**Congregational Leadership Team Member:** The Director will be an active, enthusiastic, highly valued member of the staff leadership team and will engage lay leaders to fulfill the Judea Reform mission.

● Establishing and maintaining trusting and supportive relationships with staff and congregants, particularly members of our school age community who are not currently enrolled in the religious school but may enroll in the future

● Communicating and meeting with members of the Board of Trustees, the Youth Education and Family Engagement Committee, and other synagogue leaders as requested

● Sharing all details of programmatic information with Executive Director, Rabbi, and Director of Music and Community Engagement, including strategic
introduction of Religious School and educational plans and communications with congregational objectives and communications as a whole

- Building upon the success of Religious School to support the congregation as a whole, including (but not limited to) leveraging Religious School cohorts for other types of programming and development
- Participating in Shabbat and other holiday services that include Religious School programs and/or an emphasis on youth
- Helping to coordinate programming including shabbatonim and family field trips
- Preparing school and youth related communications for congregational publications, such as the weekly congregational e-newsletter and social media posts when appropriate
- Enlisting and working with volunteers
- Promoting URJ summer camps, NFTY, and other Reform Jewish experiences

Supervises:

- Religious school faculty and staff
- Educational administrative assistant
- Teen engagement advisor
- Madrichim

Reports directly to the Senior Rabbi

QUALIFICATIONS:

- Minimum of five years of related experience in Jewish education and/or general education
- Experience in a leadership role, preferably within a nonprofit organization or educational institution
- Master’s Degree in Jewish Education, General Education, or/and Social Work preferred but not required
- Demonstrated knowledge of Reform Judaism and Jewish life and culture
- Demonstrated knowledge of child development and evidence based educational practices, including how to support children with learning and behavioral needs
- Demonstrated ability to speak and write in a clear and professional manner
- Strong attention to detail and administrative systems
- Dedication to relational leadership driven by the values of kavod (respect) and
chesed (compassion)

- Enthusiasm for professional reflection and growth
- Agility with basic computer and online skills, including the Google suite of applications and other communication platforms
- Ability to work Sundays and nights, as needed

COMPENSATION AND BENEFITS:

- Salary commensurate with experience [range: $70 - 85,000]
- Medical and dental insurance with Judea Reform Congregation covering 100% of the costs of insurance for the employee
- Paid vacation
- Additional benefits commensurate with background and experience

To apply, please submit a cover letter and resume to Jodi Lampley (jlampley@judeareform.org). Applications will be reviewed on a rolling basis until the position is filled.

Judea Reform is an Equal Opportunity employer. We value a diverse workforce and an inclusive culture. Judea Reform encourages applications from all qualified individuals without regard to race, ethnicity, religion, gender, gender identity or expression, sexual orientation, age, national origin, marital status, citizenship, physical ability, or veteran status.

Final 12.6.21