



Jewish Federation
OF GREATER CHARLOTTE



Part Time Jewish and Israel Education Coordinator

Are you a creative, innovative thinker with a vision for the future of Jewish education? Are you an effective and authentic Jewish leader who can inspire others toward this vision? As the Center for Jewish Education (CJE) Jewish and Israel Education Coordinator, you will guide the vision for and continue to build the CJE Israel engagement. At the CJE, we intentionally build a team of talented, passionate, and mission-driven colleagues who are dedicated to Jewish life. Sound like something you'd like to be a part of?

Job Summary:

The Jewish and Israel Education Coordinator will have primary responsibility for planning and implementing the Center for Jewish Education (CJE) educational and engagement initiatives. This includes enhancing our collective communal engagement to connect more people to Jewish life, learning, and community by increasing excellence and innovation in the Jewish education field and expanding Israel education and engagement initiatives

The Jewish and Israel Education Coordinator will strengthen CJE's role as a source of support and thought leadership for Jewish and Israel education in the greater Charlotte area, for diverse Jewish institutions including camps, schools, synagogues, and other Jewish organizations as appropriate.

The coordinator will work in collaboration with the CJE professional team to develop and implement holistic strategies that will shape and support our efforts with our communal partners. This position will also work closely with lay leaders and professionals within the community, particularly in the institutions with which we partner.

Job Responsibilities and Essential Job Functions:

- Develop expertise and awareness of trends and model practices in Jewish and Israel education, including emerging modes of engagement, while ensuring that programs and services in the greater Charlotte area are both responsive to community needs and reflective of state of the art approaches in the field.
- Manage the development of the CJE's adult learning opportunities, including registration, selection of instructors, and all logistical implementation.
- Maintain a close working relationship with community institutions to understand their educational needs and to ensure that the CJE provides opportunities for the professional growth of educators and promotes the highest quality program models and curricula for Jewish institutions.



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- Work with local educators to develop unique Israel education programming and curricula for use in local settings to meet local needs.
- Serve as a conduit to disseminate quality Israel educational resources to local educational institutions as well as integrate Israel education into the work of the CJE.
- Coordinate and implement all activity relating to the Partnership2Gether Hadera-Eiron Teen Exchange Israel experience.

Job Specific Knowledge and Skills:

- Knowledge of Jewish community, culture, heritage, traditions; understanding of Israeli society, culture and history in particular. Knowledge of Hebrew preferred.
- Experience in Jewish education program design, development and implementation, particularly in informal/experiential settings and with adult learners.
- Travel experience in Israel. Experience with teen travel preferred.
- Understanding of the complexities and nuances of Jewish and Israel education and identity building and conversant in the trends and emerging models in the field.
- Excel at convening and collaborating, with a capacity to mobilize people, resources and support that will enable the CJE to fulfil its mission.
- Have a deep understanding of and commitment to pluralism.
- Experience juggling multiple projects and priorities in a complex environment.
- Have experience taking big ideas and developing strategies to make them a reality.
- Excellent interpersonal, organizational, written and oral communication skills.
- Proficient in all Microsoft Office Suite of Products.

Preferred Education:

- Bachelor's Degree Required.

Other Job Related Requirements:

- Flexibility to work evenings and weekends as required.