



Director of Community Engagement & Outreach Position Description

Job Summary: The Director of Community Engagement & Outreach is responsible for building relationships, fostering connections and supporting community members on their Jewish journey.

The Director will work in collaboration with other Federation Departments including: Fundraising, Education and Leadership, and Community Impact. Responsibilities will include:

- Facilitate participants in connecting with each other and the broader Jewish community through educational programs and social gatherings. These programs may be new to the community or may build on existing work from Federation initiatives such as Jewish Community Relations Council (JCRC), Jewish Leadership Academy (JLA), Jewish Professionals Network (JPN), Campaign, PJ Library, etc.
- Support participants, providing guidance, assistance, resources and tools to attain engagement goals.
- Reach beyond the traditional geographic core to connect participants to each other and the greater Hartford Jewish community.
- Implement a broad-based strategic plan to engage individuals and families to help them navigate their individual Jewish Journeys.
- Meet goals, objectives, and metrics that measure success and impact.
- Staff the lay committee connected with this initiative
- Track participation and programs.
- Conduct ongoing evaluation of the programs and services delivered and implement improvements and changes as necessary.
- Maintain ongoing communications with participants, lay leaders, staff, organization and synagogue leadership.
- Educate participants on the work of Federation and cultivate development opportunities.
- Complete necessary impact and grant reporting

The ideal candidate will have the following qualifications:

- Bachelor's degree in a related field; advanced degree preferred.
- Minimum of 3-5 years of professional experience working in the Jewish community.
- Strong knowledge of Jewish traditions, culture, values, and community.
- Proficiency in implementing strategic initiatives.
- Ability to work with people from a wide range of backgrounds.
- Competency in the use of social media as a tool for engagement.
- Team player with the ability to work independently.
- Excellent organizational skills.
- Willingness to work both in the office and out in the field.
- Strong interpersonal and communication skills.
- Ability to work flexible hours which may include weekends and evenings as necessary.

Please submit your resume to Cheryl Wolmer, Vice President and Chief Financial Officer, Jewish Federation of Greater Hartford, 333 Bloomfield Avenue, Suite C, West Hartford, CT 06117, or email it to her at cwolmer@jewishhartford.org.