

EMPLOYMENT OPPORTUNITY



Chief Program Officer (CPO)

The **Chief Program Officer** is a key member of the senior leadership team of Calgary Jewish Federation, overseeing most of the organization's program and service delivery and assuming responsibility for the Community Relations, Security and Advocacy portfolios. The CPO supervises a number of program staff, and reports directly to the CEO. This role is ideal for candidates looking to make a difference in Jewish and broader Calgary, with a focus on ensuring that programs and services address diverse community needs, build Jewish identity and pride, advocate on behalf of Jewish and human rights concerns, and build relationships with key stakeholders including local law enforcement and politicians. This is a full-time senior management position.

Areas of program supervision focus and responsibility may include, but not be limited to:

- Community Relations and community security
- Holocaust and Human Rights Education
- Welcome programs for newborns / young families, and newcomers
- PJ Library®
- Hillel (University and College programs)
- Inclusion
- P2G – Partnership2Gether
- IBP – Integrated Bursary Program
- Communications and messaging
- Additional responsibilities as assigned by the CEO

Key competencies:

- Additional responsibilities as assigned by the CEO
- Minimum of five years supervisory experience, preferably in a diverse, multi-faceted non-profit or Jewish communal organization
- Solid knowledge of Jewish traditions, Jewish community, and Israel
- Strategic advocacy skills
- Comfort in representing Jewish perspectives when working with interfaith groups, law enforcement, politicians, and the broader community
- Strong communications / writing skills
- Experience working with budgets
- Ability to work independently, as a team, and develop innovative solutions to important issues

Additional desirable qualities / skills:

- Hebrew language proficiency
- Fundraising / grants experience
- Database proficiency
- Social media footprint and proficiency

Salary commensurate with experience. Send your cover letter and resume in confidence to Paula Egelnick at pegelnick@jewishcalgary.org by **October 16, 2017**.