



Parent Connector Job Description

PJ Library in New York is actively recruiting Parent Connectors to spark connections between families raising Jewish children in their neighborhood, and to create welcoming and inclusive programs for families. Parent Connectors will nurture relationships among families, create new, low-barrier Jewish experiences, and provide PJ Library inspired Jewish content to families raising Jewish children (from newborns to 8 years old).

These connections will be facilitated through a variety of channels, both in-person and virtual (dependent upon Covid-19 updates), which may include one-on-one parent conversations, small-scale family gatherings, program series, parent only hangouts and more. The Parent Connector will be the face of PJ Library in your community, creating meaningful Jewish moments for families beyond PJ Library books.

This part-time position is flexible and offers a chance to welcome and connect all kinds of families raising Jewish children. Parent Connectors will be mentored and supported by PJ Library staff.

PJ Library in New York is seeking Parent Connectors in **Northern Westchester**, including, but not limited to: Armonk; Bedford; Brewster; Briarcliff; Katonah; Mt Kisco and **the Rivertowns**, including, but not limited to: Hastings on Hudson; Dobbs Ferry; Tarrytown; Irvington; Ardsley; Sleepy Hollow

A Parent Connector is:

- Someone who lives in one of the above neighborhoods
- A passionate ambassador for PJ Library, sharing PJ Library with all families they encounter
- Excited to meet, welcome, and get to know parents raising Jewish children
- An excellent communicator and listener, and excels at relationship building
- Passionate about Jewish life, and excited to infuse Jewish themes into programs
- Interested in facilitating and participating in new opportunities for peers to meet each other
- Self-motivated, curious and open to new ideas
- Familiar with online communication outlets for parents in their community
- Able to work independently, as well as part of a team
- Knowledgeable about the local community's parent resources, both within and outside of the Jewish community. Knows where parents can be found in their neighborhood on a given day of the week.
- Understanding and respectful of the range of Jewish connection and knowledge among parents
- Comfortable utilizing online platforms or willingness to learn new tools, including AirTable

A NY Parent Connector will be paid monthly at a rate of \$25 per hour and will have the opportunity to work approximately 20 hours/month from September 2021 to June 2022. Connectors can make up to \$5,000 for the year and will receive up to \$1,000 for program materials. Additional monthly hours possible with advance approval.

Parent Connector Responsibilities:

- Create and implement approximately 2-3 activities/gatherings per month (e.g. meet ups at a playground, informal playgroup, library story time, home-hosted series, parents' night, virtual book clubs, Zoom get-togethers, etc.)
- Deepen connections with families through face-to-face meetings (virtual or in person), phone calls, personal emails and social media
- Participate in an orientation session, followed by bi-monthly calls with the Parent Connector cohort, as well as at least monthly supervision calls
- Actively share the gift of PJ Library with families they encounter
- Collect and maintain contact information for program participants in AirTable
- Submit monthly reports to PJ Library in New York supervisor
- Support larger PJ Library programs as needed

Position requirements:

- Available to work flexible schedule including weekends
- Able to represent PJ Library in New York in a professional manner at all times
- Must be able to provide own transportation to events

To apply, please submit a quick application [HERE](#).