



Director of Youth Engagement

Job Description

The Director of Youth Engagement will have primary responsibility for engaging our teens and pre-teens in both formal and informal settings. He/she will serve as a Jewish role model and mentor, sharing our congregation's passion for Jewish life with youth and their parents. He/she will have wide responsibility and opportunity to grow and develop Temple Shaaray Tefila's programming for youth. Our goal is to build a culture of youth engagement throughout our congregation.

The Director of Youth and Family Engagement is a full-time position that includes evening and weekend responsibilities. This position will report to the Executive Director and will work closely with the Director of Education as well as other members of our staff team.

Basic responsibilities are outlined below, though responsibilities may be altered or added as deemed appropriate by the Executive Director or Temple Shaaray Tefila's Board of Trustees.

ToaSTY (Temple Shaaray Tefila Youth)

- Plan, publicize and implement a calendar of activities that includes, social, educational and religious content for youth in grades 8-12
- Advise and mentor ToaSTY board; facilitate board meetings and planning sessions.
- Create and execute ToaSTY leadership training
- Hire additional staff for youth group events when necessary
- Attend and chaperone NFTY regional retreats when appropriate
- Maximize youth participation by building relationships with teens, recruiting participants, and identifying future leaders
- Maintain ToaSTY website and social media presence with help from Temple Shaaray Tefila communications associate.

- Ensure that all Temple Shaaray Tefila and NFTY policies are adhered to, such as Code of Conduct and release forms for all events.

Madrachim Program

- Coordinate recruitment, scheduling and development of classroom student aides, with oversight of Director of Education
- Consult with teachers to monitor attendance, effectiveness and development of madrichim
- Organize training and evaluation sessions for madrichim
- Support madrichim within program in concert with Director of Education

Youth Lounge

- Oversee use and maximization of youth lounge space
- Staff youth lounge prior to Hebrew School opening

College Students

- Creatively engage Temple Shaaray Tefila youth currently in college
- Work with lay volunteer to create and ship holiday gift boxes for college students

Teen Service Learning

- Plan, publicize, administer and implement alternative 8-12th grade service-learning program currently known as Chesed Club, with oversight of Director of Education
- Oversee annual teen service learning trip

High Holidays

- Coordinate and lead Rosh Hashanah and Yom Kippur programming for youth and teens

Religious School Teaching

- Teach in Religious School at least one day per week, with oversight of Director of Education
- Lead Shevat Achim/Rosh Hodesh groups as needed

Administrative

- Create and maintain budgets for programs and fundraisers for youth programs
- Fulfill administrative, calendar, and deadline requirements

Other

- Serve as a resource to 6th and 7th grade students in their selection of B'nai Mitzvah projects
- Provide Social Action opportunities including sandwich brigade, , helping at programs for the developmentally disabled and soup making

- Participate as a staff member in the B'nai Mitzvah Retreat
- Organize and lead a work trip to Nicaragua or other service learning location annually including coordination of fundraising and travel arrangements
- Co-Staff 10th grade Religious Action Center trip

Position available: July 1, 2017

Benefits: medical insurance, dues to professional organization, 4 weeks vacation

Salary Range: Highly competitive, commensurate with experience

Desired Education Degree/Level: Bachelor's or Master's degree

Other: Educational skills and experience, organizational ability, understanding of adolescent development, creativity, flexibility, and commitment to liberal Judaism

Career Level: All levels considered

Contact:

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