

Examples of Synagogue Youth Director/Teen Director Job Descriptions

1) Part-Time Director of Youth Programming

The (Synagogue Name), one of the largest Young Israel's in North America with over 350 families, seeks a Director of Youth Programming to lead and grow an already robust youth program. The ideal candidate is an extremely dynamic, motivated, and creative individual. This individual will build off already excellent programming, to create youth programming that will enrich the lives of our members' children by infusing core Torah values. The Director of Youth Programming is also responsible for acquainting themselves with each child while helping to develop a deeper sense of community for children in every age group.

The Director of Youth Programming is a part-time position responsible for youth ages ranging from Nursery to High School. Programming includes but is not limited to Shabbat and Yom Tov morning groups for children in grades nursery to sixth grade, working with the teen minyan and its leader, overseeing the parent-child learning programming with the Rabbi and Assistant Rabbi, and running non Shabbat and Yom Tov programming throughout the year. The Director of Youth Programming will coordinate and supervise all Shabbat group leaders, and will coordinate with the youth committee on programming opportunities and a youth budget.

The ideal candidate has organizational experience working with Jewish youth (NCSY, Jewish camps, teaching, or other synagogue youth leadership), the ability to lead on projects and programs independently, and a working knowledge of current technology including document creation and social media.

The Director of Youth Programming must live within walking distance of the synagogue and be willing to commit to a minimum of two years. While this is a part-time position with flexible hours for organizing and planning, it requires a presence in synagogue on Shabbat morning. The role is set to start at the end of June although we're flexible within reason.

2) Part-Time Youth Activities Coordinator (YAC)

Reporting to (Rabbi's name), Rabbi of (Synagogue name), this position will develop the informal Jewish education and programming for the Youth and teens of the shul.

Duties and Responsibilities for (Synagogue name) and Bnei Akiva

To provide approximately 15-20 hours of programming/preparation per week (including Shabbat and Sunday) including but not limited to the following:

- Shabbat programs including Jr. Congregation and coordinating Shabbat morning youth groups, teen minyan, monthly Oneg for teens, Shabbat afternoon snif for Bnei Akiva, Motzei Shabbat parent-child learning, and hosting and organizing periodic Shabbatonim for teens
- Holiday programs including, but not limited to, Simchat Torah youth hakafot and program, Chanukah event, Purim carnival, pre-Pesach activity, Shavuot learning program and Yamim Noraim tefillah program. Tu B'shvat seder and Yom Hazikaron ceremony for the community.
- Other programming responsibilities include a minimum of one program per month for youth on Motzei Shabbat or Sunday morning (arts and crafts, movie and pizza night, chessed projects, etc.)
- Recruiting and training youth leaders and madrichim
- Draft monthly update/newsletter to communicate what has occurred and publicize upcoming events
- YAC will work with many community volunteers and the youth committee to help implement the programs mentioned above

Personal Qualifications

- A passion for and belief in the importance of informal Jewish education and its role in the larger Jewish community
- A genuine comfort level with, and respect for, all segments of the Jewish community
- Familiarity with and exposure to Bnei Akiva (Moshava) world youth movement and ideology
- Excellent communication and relationship building skills
- An entrepreneurial spirit that is constantly seeking new opportunities and flourishes in high growth environments; demonstrated ability to think strategically and opportunistically.
- **Position Salary:** \$20000 - \$50000

3) Part-Time Youth Director

Modern Orthodox Synagogue in (city), NJ seeks an experienced husband/wife team with warmth and energy to coordinate a full schedule of youth activities and create a welcoming atmosphere for children of all age groups. This is a *part-time* position with much of the activities taking place on the weekends but requiring weekday preparation and communication. Duties include coordinating Shabbat morning youth groups, overseeing Teen Minyan, running Shabbat programming, shabbatonim, extensive holiday events, family events, and a gamut of activities from pre-school age to teens including chesed events, educational programs and social

activities. Relevant education and work experience with strong interpersonal skills required. A three bedroom, single-family house is provided along with a salary commensurate with experience.

QUALIFICATIONS:

- RELEVANT EXPERIENCE AND EDUCATION
- STRONG INTERPERSONAL SKILLS
- EXCELLENT ORGANIZATIONAL SKILLS
- GOOD FINANCIAL SKILLS TO MANAGE YOUTH BUDGET
- INNOVATIVE AND CREATIVE
- ABILITY TO RELOCATE TO LIVINGSTON
- HUSBAND AND WIFE TEAM PREFERRED

KEY DUTIES/JOB DESCRIPTION:

- SHABBAT MORNING/AFTERNOON GROUPS
- SHABBAT TEEN MINYAN
- SHABBAT PROGRAMMING – ONEGS/AFTERNOON EVENTS
- MONTHLY YOUTH ACTIVITIES COORDINATION FOR ALL AGES
- WEEKLY/MONTHLY EVENT PUBLICITY/PROMOTION
- MAJOR HOLIDAY PROGRAMS – CHANUKAH, PURIM, SHAVUOT
- MANAGE YOUTH PROGRAMMING TO STAY WITHIN BUDGET
- COORDINATE ANNUAL FUNDRAISING EVENT AND ASSIST IN FUNDRAISING EFFORTS
- LIASON TO YOUTH COMMITTEE AT MONTHLY MEETINGS AND AS NEEDED VIA EMAIL IN BETWEEN
- INTERFACE WITH RABBI, OFFICE STAFF AND PARENTS

4) Part-Time Youth Director

The (Synagogue Name) is an engaging, inclusive modern Orthodox synagogue of 250 families. The (Synagogue Name) has seen steady membership growth of a diverse and involved families, drawn to its message of openness and engagement. The community is warm and welcoming.

The (Synagogue name) seeks a youth director couple for the year 5775/2014-15 to work with all ages, from elementary through High School students. It is our hope that this couple will provide

outstanding programming, meaningful chessed opportunities, community building experiences, and positive role models of Jewish living for our youth and teens.

General objective:

1) Serve as a positive role model for (Synagogue name) youth. 2) Provide programs of Jewish significance for (Synagogue name) youth. 3) Organize group-building events for the (Synagogue Name) youth.

Job Description:

- 1) The youth director will coordinate and oversee Shabbat morning groups for children in the shul. He will train and support the youth leaders running each group.
- 2) Ongoing connecting with our youth; check-ins.
- 3) Middle-school/HS minyan (twice monthly- coordinated along with a minyan leader). 4) Weekly (Synagogue name) youth email to keep everyone apprised of youth activities
- 5) Monthly social/group-building events (includes special trips and outings...) for various ages.
- 6) Regular onegs/dinners in shul or home lunches for various age groups
- 7) Shabbat family dinners (3 during the year) for families and younger kids.
- 8) Social action- Organize social action initiatives for the MS-HS youth and (and adults) of the kehillah to engage them in broader concerns and chessed. This might also include younger children.
- 9) Series of "Family Bet Midrash" programs
- 10) A regular study session with teens in public school.
- 11) Run outdoor Shabbat afternoon activities in the spring season.
- 12) Coordination: The Youth Director will coordinate all youth and family activities, programs and events with (Synagogue name) Youth Committee Chair and the Rabbi.

Hours and Compensation:

1. Opportunities for rabbinical school students
2. If youth director is studying for smichah, a possibility of rabbinic internship is available. Please inquire.
3. Shabbatot & chagim

- Mid-August 2014- Mid-August 2015. Weekly Shabbatot and chagim (Yamim Noraim, Shmini Atzeret/Simchat Torah, Shavuot), with three weeks of vacation during program year (Sept-June) and one month vacation during summer.
- Midweek preparation and personal engagement – 4-6 hours on avg.
- Compensation – generous salary plus residence in HIWP 2 bedroom apartment.
 - If candidate is also interested in the rabbinic intern position, there is a possibility of additional stipend from his rabbinical school.

5) Part-Time Youth Director Couple/Baal Koreh

(Synagogue name) (NY) is looking for a young couple to join its staff, and play a role in continuing to build the community. The husband would serve as the weekly Baal Koreh. The wife would direct Shabbos morning youth groups. Additionally, the couple would direct youth activities, such as Shabbos afternoon oneg, Motzei Shabbos learning program, holiday programs, and a monthly Sunday morning program. A significantly subsidized three bedroom apartment will be offered to the couple in lieu of salary. The apartment is located one block from the Shul.

6) Part-Time Teen Director:

Position Summary: (Synagogue Name) is an Orthodox Community Synagogue located in (city, state). The (Synagogue name) Youth Department's mission is to provide meaningful and recreational activities for babies through senior teens which infuse core Torah values and a sense of menschlichkeit into the daily lives of (Synagogue name) youth. We are seeking a passionate teen leader or couple who can help strengthen our already vibrant junior teen (grade 7-8) and senior teen programs (grade 9-12) which include teens from across the Jewish spectrum. This/ These leader/s will be responsible for creating dynamic teen programming to enrich the lives of (Synagogue name) teens through Shabbat programming, Jewish holiday programming and meaningful social events. The Teen Director/s will work in partnership with (Synagogue name) Youth Director, (Youth Director's name), to achieve these goals and build a vibrant and integrated teen community at (synagogue name). The position will start (month, year).

Job Responsibilities: The Teen Director/s position requires the following, though there is a tremendous amount of opportunity for a passionate couple to really shape the position:

- Teen Programming
- Teen Shabbat and Jewish holiday experience
- Create meaningful connections with junior and senior teens

Teen Programming

- Innovative and meaningful teen driven programming which are engaging, dynamic, creative and age appropriate.
- Minimum of 4 programs a year for Senior Teens.
- Minimum of 4 Programs a year for Junior Teens.

Teen Shabbat Experience

- Lead bi-weekly Teen Minyan services from Sept through June.
- Lead bi-weekly Junior Teen Chat program.
- Be a strong positive presence on Shabbat evening and Shabbat day.
- Supervise occasional Shabbat onegs and programming for junior and senior teens.
- Inspire learners through various teaching opportunities, including but not limited to tefillah, Torah discussions, and teaching classes. Teaching responsibilities to be determined in conversation with Youth Director based on strengths, passion and talent.
- Develop new ways to connect with each teen by developing a variety of teen leadership roles for Shabbat.
- Build connections among all (Synagogue name) youth, regardless of Jewish background through vibrant Shabbat experiences and learning.

Connecting

- Invite teens over to connect and build a platform for connecting youth in the community using current technology to reach teens.
- Build personal connections in order to achieve ultimate success in this position.

Required Skills and background

- Working knowledge of current technology
- Prior Jewish teen leadership roles i.e. NCSY or other Jewish organizations
- Ability to lead projects and programs independently
- Ability to communicate effectively orally and in writing to teens and parents
- Experience working within and meeting budget requirements.
- Passion, integrity and energy!
- Ability to layin is a plus!

Salary: \$10000 - \$20000

7) Part-Time Teen Coordinator:

(Synagogue name) is seeking a teen minyan leader who will run and organize the teen minyan on shabbos mornings. The ideal candidate is a talented college/RIETS student who is interested in engaging high school students.

Salary is commensurate with experience. \$5000 - \$10000

