

Reconstructionist Rabbinical College/Jewish Reconstructionist Communities
Assistant Director of Affiliate Support and Tikkun Olam Specialist

The Reconstructionist Rabbinical College/Jewish Reconstructionist Communities is seeking an assistant director of affiliate support and *tikkun olam* specialist. This position will be jointly supervised by the assistant vice president for affiliate support and by the director of board relations and presidential initiatives.

In the assistant director of affiliate support portfolio, major responsibilities will include:

- Communicating regularly with Reconstructionist congregations and *havurot* across North America. Responding warmly and knowledgeably to requests for support and guidance, whether by phone or email.
- Designing and administering programs and opportunities for learning and activism across North America.
- Helping to plan, program, and execute the 2018 movement-wide Convention.
- Convening and facilitating congregational networks and forums of presidents.
- Developing resource material and researching best practices for Reconstructionist leaders in the service of promoting congregational vitality.
- Collaborating with staff, volunteers in congregations, and national leaders.
- Careful and detailed reporting of interactions with congregations.

In the *tikkun olam* specialist portfolio, major responsibilities will include:

- Staff the Reconstructionist Tikkun Olam Commission.
- Serve as an advisor to the president on social justice issues and potential organizational partnerships.
- Draft public statements and position papers.
- Provide and curate resources for congregations and the broader community on social justice issues.
- Serve as the primary point person for organizational partnerships and coalitions.
- Represent the Reconstructionist movement in public forums.

Qualifications

- A collaborative stance and capacity to develop and sustain relationships.
- Capacity to exercise influence as well as direct power to achieve strategic goals.
- Successful communication skills and public presence.
- A talent for writing and editing.
- Ability to work in a fast-paced environment, while balancing competing priorities and managing multiple assignments.
- Ability to work independently and as part of a team.
- Organization and attention to detail.

Experience

- Deep familiarity with the Jewish social justice sector and the broader Jewish community.
- Personal commitment to social justice and history of activism and involvement.

- Knowledge of the Reconstructionist movement and interest in working in a Jewish communal context.
- Advanced degree, with a preference for rabbinical degree.
- Proficiency with Microsoft Office Suite (Outlook, Word, Excel, and PowerPoint); proficiency/ability to learn Salesforce.

Salary:

\$62,000+, commensurate with experience/qualifications

Benefits:

This is a full-time position with excellent benefits that include health insurance, 401(k), paid vacation and sick time, and time off for major Jewish and American holidays. We offer a competitive salary and a dynamic and progressive workplace.

To Apply:

Interested applicants should send a cover letter and CV to hr@rrc.edu.

About Us:

The Reconstructionist Rabbinical College (RRC) is the primary organization of the Jewish Reconstructionist movement. We offer progressive rabbinical education and serve the Reconstructionist congregational community; RRC is the first combination of this kind in the Jewish world. We are committed to our roots in tradition, to egalitarianism and inclusion, and to helping Jewish communities flourish.

Rabbinical education: At RRC, students engage intensively with Jewish texts, thought and practice, and gain expertise as well as practical training. Each graduate enhances the movement and the greater Jewish community with a unique vision that integrates Jewish knowledge, dedication to the Jewish people, spiritual maturity, interpersonal skills and integrity.

Services for the community: We work to build Jewish communities that are spiritually and intellectually vibrant while committed to Jewish learning, ethics and social justice. The movement provides publications, consulting services and resources to approximately 100 affiliated congregations and havurot. We also promote Reconstructionist values among our youth through No'ar Hadash—the Reconstructionist youth movement—and Camp JRF.