OPEN POSITION
YOUTH & FAMILY PROGRAMMING DIRECTOR

15-25 hours per week Flexible Hours

Congregation Beth El-Keser Israel (BEKI) seeks a highly-skilled, well-organized, warm, and creative self-starter to coordinate and oversee youth programming. The successful candidate will be an enthusiastic leader, who is passionate about Judaism and effective at communicating with families from a variety of Jewish backgrounds and at all levels of knowledge and prior engagement. The Youth Director will provide cohesion and coordination across all BEKI youth programs, working closely with parent volunteers and paid staff, and serving as the public face of BEKI’s youth programming.

Background
BEKI is a traditional and egalitarian synagogue affiliated with the Conservative movement. Based in New Haven, Conn., BEKI boasts a highly-engaged and participatory membership of 300 families, with dozens of young families with children of all ages. Currently, BEKI’s youth programs include multiple Shabbat morning and High Holiday children’s services (lay-led), a b’nei mitzvah program (led by the synagogue’s Rabbi and tutors), USY and Kadima youth groups (led by youth group leaders on staff), and the BEKI Religious School (overseen by a principal and teachers on staff).

Core Responsibilities
- **Shabbat Children’s Programs** – Coordinate and support parent leadership of three co-occurring, Shabbat morning services (0-4 years, K-2nd grade, 3rd-6th grade).
- **High Holiday Children’s Programs** – Coordinate and support parent leadership of the same three age groups (above) during Rosh Hashana and Yom Kippur mornings, and work with High Holiday Committee to facilitate children’s activities.
- **Special Events** – Plan and execute multiple family and youth events over the course of the year.
- **B’nei Mitzvah Program** – Assist the Rabbi in coordinating preparation for 5-10 students annually.
- **USY/Kadima Youth Group Oversight** – Supervise youth group leaders.
- **BEKI Religious School Liaison** – Work with principal to ensure cohesion and active integration between religious school curriculum and other youth programming.

Qualifications
- Passion for Jewish education and children
- Bachelors degree OR equivalent relevant experience
- 2+ years experience in related field
- Knowledge of and comfort with Jewish ritual
- Some knowledge of Hebrew (fluency **not** required)
- Excellent organizational skills
- Excellent communication skills
- Good social/“people” skills
- Ability to plan and execute programs & events
- Experience working with volunteers, including groups and one-on-one
- Ability to multi-task
- Comfort with MS Office and Google applications

Compensation and Benefits
This is a part-time, salaried position with flexible hours and paid vacation time. Compensation will be commensurate with demonstrated skills, experience, and background.

How to Apply:
Interested candidates should send a cover letter and résumé to kids@beki.org.