



## JOB DESCRIPTION

**TITLE:** Director of Israel and Overseas Center  
**DEPARTMENT:** Jewish Life & Engagement

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**POSITION SUMMARY:** The Director will focus on building a stronger and more dynamic relationship between the Colorado Jewish Community, Israel, and Global Jewry. This will include communications around JEWISHcolorado's existing Israel programs, working with our Israel Engagement lay committees and partners in Ramat HaNegev, and collaborating interdepartmentally on Israel and Overseas-related fundraising, allocations, and missions. Finally, the Director will work on articulating the impact of JEWISHcolorado's support of Israel and Global Jewry more broadly to the greater Colorado Jewish community.

**REPORTS TO:** Chief Jewish Life & Engagement Officer

**SUPERVISES:** *Shaliach*; Missions Coordinator; Collaboration with all Israel and Overseas Program Directors

Please submit a cover letter and resume to Heather Flowers, Jewish Life & Engagement Program Support Associate, [hflowers@jewishcolorado.org](mailto:hflowers@jewishcolorado.org).

### RESPONSIBILITIES:

#### Direction & Strategy

- Develop and execute a strategic plan for more broadly educating the Colorado Jewish community on the importance of engagement with Israel and Global Jewry, to include enhancing broader and deeper connections with our partner region, Ramat HaNegev.
- Serve as a thought leader and in-house expert on Israel and Global Jewry.
- Serve as conduit to JEWISHcolorado on the trends and opportunities related to how communities are engaging and advancing their I&O efforts and work with all staff to understand trends and current issues facing Israel and Overseas community to integrate these into our work.
- Determine measures of success and impact for the work we are doing and data collection to support these metrics.
- Articulate and implement a strategy for connecting the Colorado Jewish community to Global Jewry
- Strategize about how best to position JEWISHcolorado as a resource for the Colorado Jewish community on matters related to Israel and Global Jewry.

#### Programs

- Manage and implement, in coordination with *Shaliach*, a variety of programs intended to educate and connect the local community to Israel and Global Jewry, including ongoing communications and programs, periodic programs/events and annual events (such as *Yom HaZikaron*, *Yom Ha'Atzmaut*, Celebrate Israel, *Yom Hashoah*).
- Work regularly with all Israel and Overseas Program Directors/Emissary to understand and direct their work towards initiatives that will create the greatest philanthropic and programmatic impact within the Colorado Jewish community.
- Develop and execute a plan for missions to Israel and other international destinations to connect the Colorado Jewish community to Israel and the global Jewish family.
- Serve as the coordinator of new JAFI programs, G2 and 248, with support from the *Shaliach*.



- Collaborate with Chief Jewish Life and Engagement Officer to coordinate programmatic efforts related to all Israel and Overseas programs.

#### **Communications:**

- Collaborate with the Communications Department to share JEWISHcolorado's Israel and Overseas work and impact regularly and effectively, including:
  - Regular communication with our constituents about topics affecting the Jewish community in North America, in Israel and around the globe.
  - Sharing widely the impact of the work being accomplished through our major partners (JDC, World ORT, JAFI, IREP).
  - Regular communications about our partners in Ramat HaNegev/Nitzana
  - Serve as the voice for all our Israel and Overseas Programs to share their impact within the broader Jewish community as well as within JEWISHcolorado's other departments, particularly Philanthropy and Communications.

#### **Management: Lay Leadership, Allocations and Professional Associations**

- Manage the work of the Israel and Overseas and Partnership Committees, including:
  - Overseeing discussions about allocations for Israel and Overseas
  - Committee led programmatic and philanthropic initiatives
  - Working with the partnership committee to amplify the impact of our work together
- Timely and responsive efforts to address emerging needs in Israel and Overseas.
- Consistent and sustained involvement in the JFNA network of Israel and Overseas professionals Groups.
- Collaborate with Philanthropy Department on meaningful strategies to secure support for our Israel and Overseas work.
- Manage the budget for the Center.

#### **PERFORMANCE RESPONSIBILITIES:**

1. Hebrew fluency is preferred, but not required.
2. Possess a personal commitment to Jewish values and knowledge of Jewish traditions.
3. Knowledge about the Jewish Federation, Israel and our overseas partners is desirable.
4. Experience in working with lay leaders and professionals from among Jewish organizations and communities abroad is desirable.
5. Excellent written and verbal skills and the ability to communicate effectively.
6. Ability to make sound data-based judgments.
7. Demonstrates innovation, creativity, and a commitment to excellence.
8. Ability to problem solve to implement a vision utilizing data and other relevant information. Understands the use of analytics to develop and implement plans.
9. Utilize strong diplomacy and collaboration skills to effectively work with staff, lay committees and partner organizations.
10. Have a positive and courteous attitude at work.
11. Organize work and time effectively and efficiently.
12. Participate in broader Jewish community and professional development opportunities.
13. Demonstrate comfort with a results-oriented organization.
14. Conduct work with maturity, sound judgment, and high ethical standards.



**QUALIFICATIONS:**

1. Bachelor's degree with a focus on Israel Studies, Jewish Studies or Jewish Education or Non-Profit Management.
2. Minimum of 6-10 years of relevant professional and/or volunteer experience.
3. Minimum of 2 years of supervision experience with direct reports and volunteers.

**ADDITIONAL JOB INFORMATION**

**Position Type:** 37.5-hour per week; exempt; qualifies for all benefit packages.

**Salary Band:** \$70,000-\$80,000, commensurate with experience.

**Working Conditions:** This job can be physically demanding (which can include travel, bending, reaching, squatting, kneeling, twisting, constant walking, frequent sitting, and maintaining close visual attention to write reports; occasional lifting up to 50 pounds).