

 **Central Synagogue Job Description**

**Job Title:** Rabbi

**Location:** Central Synagogue, 36 Hallam Street, London W1W 6NW

**Working Hours:** Full-Time

**Salary:**  Competitive – Dependent on candidate experience

Accommodation provided (located on Synagogue property)

**Benefits:** 5 weeks holiday, plus all public Bank Holidays.

 Auto - Enrolled pension

 Childcare Voucher Scheme

**Responsibilities:** All Synagogue religious and cultural activities.

**Line Manager:** Reports to Chair Person of Synagogue and is responsible to and

 under the direction of the Honorary Officers.

**Ecclesiastical**

**Authority:** The Chief Rabbi

**Job Purpose:** To provide religious, educational and spiritual Leadership to the

 Community of Central Synagogue.

 To fully engage with the lay leadership of the community and any of its sub committees regarding day to day matters both of a religious nature or otherwise and to assist develop and deliver any strategic community plans and to attend such local Shul committee meetings when invited.

 Must be prepared to engage and outreach to a community that has some degree of diverse observance, whilst upholding the ethos, customs and practices of Orthodox Judaism under the authority of the United Synagogue.

 **Services**

1. To lead and play a full part in all religious services taking place in the main synagogue and in other locations when required; to supervise under the direction of the shul Wardens Shabbat and Festival services and to Leyn when required. To attend midweek Minyanim including Shacharit, Mincha and Maariv, and to deliver a short morning Dvar Torah when appropriate.
2. To maintain the customs and practices of the United Synagogue relating to religious services and local Minhagim (custom)
3. To ensure that the Shul delivers a range of services which meets all members expectations with particular emphasis on:
* A vibrant and inclusive traditional main service catering for regulars, occasional attendees and visitors.
* To engage with leaders of children's services to provide strategic plans to encourage attendance and participation.
1. To devise and implement a strategic plan for all the religious services to ensure their continuing development and growth and to encourage and teach members how to lead services and Leyn.
2. To deliver sermons on Shabbat and Festivals that educate, inform, challenge and inspire members of the Community.
3. Demonstrates an understanding and empathy towards the members of Central Synagogue.
4. To provide hospitality as appropriate for members of the community, visitors and students on Shabbat and chagim.

 **Religious Education and Instruction**

1. To act as the religious authority for the Community and obtaining halachic rulings from the Chief Rabbi and his Court when appropriate.
2. To support and encourage members of the Community in developing greater knowledge and understanding of Judaism, Halacha, Jewish traditions and practices, Jewish culture and the State of Israel.
3. To ensure that a range of educational, social and cultural activities are offered that reach out and engage the whole community including Shiurim and learning targeted across the community together with regular activities and various unique events.
4. To act as guiding authority to the men’s shul Chevra Kedisha and encourage, where appropriate, membership of the US Chevra Kadisha to both male and female members of the shul.

 **Social and Cultural Activities**

1. To help create and promote and attend events which have a religious connotation, as well as those which purely act as a social and/or fund raising gathering. If called upon to talk at such events to inspire and encourage attendees accordingly.
2. To write articles to be published in the weekly e-newsletter and other community publications and be a regular contributor to the US Daf Hashavua (a minimum 4 articles per annum).
3. To plan and take part in group trips within the United Kingdom and, where feasible overseas trips to Israel or other locations which have a Jewish Educational theme.

**Young Families Activities**

Together with the Rebbetzen:

1. To develop Shabbat and Festival Services for “Young families” and individuals and an Education programme to encourage regular Shul attendance and participation. The Community understands that its future lies with successfully reaching young families and individuals.
2. To arrange innovative Shabbat programmes, both on Friday night and Shabbat morning and activities to increase Shul attendance.
3. To create with the Rebbetzen an informal education programme to encourage Young families to participate further in the community and to attract new members.
4. To promote Taharat hamishpacha and use of Mikva.

**Children and Youth Activities**

1. Together with the Rebbetzen, to develop and maintain a Bnei Mitzvah education programme and other appropriate youth and young people’s activities throughout the week.

**Pastoral Activities**

1. Together with the Honorary Officers and the Community Care team to assist them in their activities to develop new ideas for support for all ages.
2. To work in close liaison with the Community Welfare Officer, to visit those in need, particularly the housebound and those alone without family support.
3. To work with the lay leadershipin close liaison with the Community Welfare Officer, to visit those who are unwell both in their homes and in hospital.
4. To work in close liaison with the Community Welfare Officer and to assist with the religious, spiritual and emotional needs of members, including all aspects of bereavement, e.g. attendance at funerals, Shiva’s and stone settings.

**Extra-Communal Activities**

1. To develop a wide-ranging community development strategic plan to target and attract new members.
2. To represent the Community at appropriate forums within the local, United Synagogue and wider Jewish Community as and when required.
3. To represent the Community at appropriate forums within the local non-Jewish Community including local interfaith forums.
4. To undertake any other activity or assume any other responsibility that would reasonably be expected of a Senior Community Rabbi.

Outside duties and responsibilities to be in co-operation and agreed with the Honorary Officers.

**Ministerial Team**

1. To work closely with the Chazan in planning the services.

**Fundraising**

1. The Rabbi will participate as and when required and assist with fundraising campaigns for the Shul; during his Term of Office the Rabbi will not join or promote any fundraising endeavours in respect of “favourite charities” or those that do not benefit the Shul directly without the express written permission of the Chair of the shul.

**Person Specification**

**Education /Qualifications**

1. A recognised orthodox Semichah acceptable to the Office of the Chief Rabbi is essential and a university degree is desirable.
2. Ability to instil a passion for Judaism, Zionism and Israel (the People, the Land and the State) especially among younger members.
3. Ability to deliver high quality sermons, divrei torah and shiurim.

**Key Skills**

1. Ability to work with members from all levels of religious observance from within the community.
2. Effective interpersonal and communication skills.
3. Managing professional relationships with managers and employees at all levels.
4. Proven experience as a proactive team member contributing to the success of the wider team and organisational goals.
5. Ability to motivate and inspire the community to greater levels of religious observance.

**Knowledge**

1. The job holder should become fully acquainted with the Byelaws of the United Synagogue, specifically those relating to the roles of the job holder and with other regulations relating to Central Synagogue and act accordingly.

**General requirements**

1. All employees are required to be aware of their responsibilities towards health and safety.
2. This job description does not encompass the complete duties and should be treated as a guide to the duties that the Rabbi is expected to perform.
3. This job description may be amended to meet the changing requirements of the community at any time after full discussion with the job holder.
4. This post will require an annual appraisal, with key target reviews every six months.
5. The post holder must take responsibility for his own learning and professional development and, in particular, attend Peir training and professional development programmes.

**Personal Qualities**

* Approachable, welcoming and non-judgmental
* Friendly and outgoing
* Innovative, creative and self-motivated
* Enthusiastic, energetic and passionate about what they do
* Dynamic and engaging personality
* Hard working, diligent and well organised; can develop and implement plans
* Is flexible in style and approach
* Caring, concerned for the welfare of the community
* Embraces a modern orthodox philosophy and practice under the authority of the Chief Rabbi
* Committed to the State of Israel
* Demonstrates confidentiality, professionalism, discretion and integrity at a high level
* Committed to providing hospitality at home for community members
* Is confident in giving Halachic rulings
* Keen to increase engagement of all members within the community
* Is committed to his own continuing educational development, and that of the community
* Understanding and appreciation of the secular world

**Because of the nature of the work for which you are applying, this post is exempt from the provisions of Section 4(2) of the Rehabilitation Act, 1974, by virtue of the Rehabilitation of Offenders Act, 1974, (Exceptions) Order 1975.**

**Accordingly, a valid and current enhanced Disclosure and Barring Service (DBS) certificate (formerly CRB) that is satisfactory to the United Synagogue will be required; please ensure that you complete the United Synagogue Application Form Part 2 appropriately**