

## United Synagogue Job Description

**JOB TITLE:** Young US Rabbi

**LOCATION:** The Centre, 305 Ballards Lane, Finchley, N12 8GB

**WORKING HOURS:** Part time (1 day per week – 7 hours per week)

**SALARY:** £10,000 per annum

**REPORTS TO:** Head of Operations, Tribe

**RESPONSIBLE FOR:** Young US Events Executive

**BENEFITS:** 20 days holiday, pro rata, plus Bank Holidays & Jewish festivals

 when they fall on a normal working day

 Ride-to-Work Scheme

 Auto-Enrolled Pension

Key Responsibilities:

* To provide strategic, rabbinical and practical leadership to the Young US team, whose remit is attracting people in their 20s and 30s to social, educational, Chesed and other events, with a view to their joining US communities as members (though that concept itself is flexible)
* To develop a distinctive and holistic Young US vision, with specific goals, and to design and run programming designed to meet those goals;
* To develop provision for Young US target audience within existing US communities;
* To create and run provision for potential Young US members in places where there are no existing US communities;
* Help to increase Tribe Community Membership (TCM) membership and US membership generally – including any new forms of membership which might be developed in future;
* To develop a methodology complementary to the overall Vision, Mission and Values of the United Synagogue;
* Liaise with other Orthodox and mainstream Jewish organisations and institutions in the field;
* Take an ancillary role in promotion of key Tribe programmes including Summer Schemes, Summer Camp/Israel Tour;
* To help create strong organisational relationships alongside the Tribe leadership team to ensure the Tribe campus provision elides with Young US events and projects;

**Person Specification**

**Essential**

* Orthodox Semicha acceptable to the OCR/London Beth Din
* Passionate about the US/Tribe ethos and brand
* Can demonstrate their belief in and ongoing commitment to Torah im Derech Eretz and the modern State of Israel.
* Excellent verbal and written communicator
* Comfortable in engaging with social media outlets (Facebook, Twitter).

**GENERIC DUTIES**

* Committed to the aims of the United Synagogue and act as an ambassador for the organisation
* Comply with The United Synagogue’s policy and procedures and code of expectations
* Bring to the attention of senior staff any health and safety requirements, which become obvious. In the event of any immediate danger, to take the appropriate action to reduce risk to physical danger to employees, members, contractors, volunteers, children, parents, visitors or staff
* Work collaboratively with other colleagues across the organisation to ensure the United Synagogue can achieve its vision, mission, and strategy
* Undertake appropriate training as requested by your line manager in conjunction with the Human Resources Department and be committed to own continuous professional development
* Carry out any other reasonable duties as requested by the Chief Executive or other designated senior staff/undertaking such other duties that occasionally fall within the purpose of the post
* Maintaining high levels of discretion and confidentiality at all times
* This job description and person specification is not prescriptive; it merely outlines the key tasks and responsibilities of the post and the key tasks and responsibilities are subject to change, any changes will be made in consultation with the post holder
* This Job Description is subject to alteration in response to the changes in legislation or The United Synagogue’s operational procedures
* **Due 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**