

**NOTE**: **This document includes outline responsibilities, job and person specifications for the Rabbinic Couple role.**

**Full details appear in the appended documents.**

 **This roles represents a joint venture between: JFS, Mill Hill East Jewish Community (United Synagogue) Tribe and University Jewish Chaplaincy.**

**JOB TITLE**: **Rabbinic Couple:**

**JieP at JFS (JFS)**

**Mill Hill East Jewish Community (MHE)**

**REPORTS TO**: **JFS**: Head of Jewish Life

**MHE**: Joint Chairs of community

 **Ecclesiastical**: Chief Rabbi/United Synagogue

**JOB PURPOSE**: **School Role**: To connect the JFS student body, particularly sixth form students, to their communities, Tribe and to Jewish life on campus.

**MHE**: To provide spiritual, religious and communal leadership to the MHE Jewish community, with a particular focus on community development.

**WORKING HOURS: School Role**: 7 days combined a week, plus 10 Shabbatonim per annum.

**MHE**: All Shabbatot (excluding the 10 referenced above and leave) and Chaggim, plus six hours per week (most likely to be during evenings). Hours may be split between the couple, as agreed with the US.

**REMUNERATION**: £40K per annum, divided between the couple in line with responsibilities. Accommodation will be provided in the Mill Hill East area.

**EXPENSES**: To be paid according to US Expenses Policy.

**JFS – OUTLINE JOB SPECIFICATION**

The Rabbinic Couple will be engaged in student welfare, Jewish education and programming, home hospitality, Shabbatonim and trips. They will raise the profile of Tribe and University Jewish Chaplaincy (UJC) and run events accordingly, focusing on Tribe in the lower school and UJC in the upper school. They will be expected to raise the profile of Jewish student life on campus and in the Jewish community more widely and prepare sixth-formers for their transition to campus. Their specific duties will also include, but are not confined to:

* Liaising with Tribe and UJC leadership to further their aims within JFS.
* Active integration into Tribe and UJC teams.
* Providing religious direction and innovative programming that include religious, educational, cultural, social action and chesed activities.
* Regular campus visits.
* Hosting sixth-formers for Shabbat meals.
* Supporting and promoting tefillah in JFS.
* Attending Tribe summer camps, UJC training seminars and other residential programmes.
* Preparing sixth-formers for life on campus.
* Engaging disengaged students.
* Continuing relationships with JFS graduates on campus.

**MHE – OUTLINE JOB SPECIFICATION**

The Rabbinic Couple will work with the local lay leadership to develop the growing Mill Hill East Jewish community. They will engage with all religious services, welfare provision, halachic issues, life-cycle events, education provision and other programming of the MHE community. Their specific duties will also include, but are not confined to:

* Leading services and leining when required (Rabbi).
* Delivering challenging and inspirational divrei Torah.
* Attending to the pastoral and life-cycle needs of community members and their families.
* Acting as halachic decisor
* Strengthening the MHE community by growing its membership, empowering its lay leadership and building local relationships
* Home hospitality.
* Creating a broad range of educational and social programming
* Reinforcing the ethos of MHE and the US.

**PERSON SPECIFICATION**

**Education:**

* Semicha recognised by the Chief Rabbi (Rabbi).
* Recognised general education to degree level
* [Desirable] Teaching qualification
* Experience/qualifications in organisational logistics and or management

**Skills:**

* Lead services and lein in a recognised Ashkenazi style (Rabbi)
* Work effectively as part of a team and manage broad professional relationships and partnerships
* Use standard Microsoft applications and social media effectively
* Produce high-standard work and effectively report on progress to managers
* Write and develop appropriate Jewish educational resources

**Experience:**

* Jewish leadership and project management
* Formal experience within a Jewish educational framework
* Initiation and implementation of Jewish community projects
* Working with Jewish people of all backgrounds
* Working with teenagers and young adults

**Personal Qualities:**

* Exceptional communication and interpersonal capabilities
* Motivational and inspirational leader type
* Non-judgemental and able to work with people of all ages, ability and religious practice
* Caring and compassionate
* Centrist Orthodox outlook with a commitment to the State of Israel
* Dedicated to British values.
* Creative, attentive to detail and self-motivated
* Well-organised and able to prioritise
* Proactive in managing own professional and personal development
* Empowering of others