



## United Synagogue Job Description

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| <b>JOB TITLE:</b>                | Rabbi  |
| <b>LOCATION:</b>                 | Barnet United Synagogue, Eversleigh Road, Barnet EN5 1ND   |
| <b>WORKING HOURS:</b>            | Full time preferable   |
| <b>SALARY:</b>                   | Competitive package available with large house provided, 5 minute walk from the Synagogue.   |
| <b>LINE MANAGER:</b>             | Reporting to the Chair Person of the Synagogue   |
| <b>ECCLESIASTICAL AUTHORITY:</b> | The Chief Rabbi  |
| <b>BENEFITS:</b>                 | 25 days holiday, plus 8 Bank Holidays<br>Ride-to-Work Scheme<br>Auto-Enrolled Pension  |
| <b>JOB PURPOSE:</b>              | To provide religious, spiritual, pastoral and educational leadership to the Barnet community and to lead the growth of the community.  |
| <b>PRINCIPLE DUTIES:</b>         | <ol style="list-style-type: none"><li>1. To provide charismatic and dynamic leadership spiritually, educationally, pastorally and religiously to encourage the growth of the community in numbers, engagement and Jewish practice.</li><li>2. To play a full part in all religious services, including daily minyanim. Leading services and leyning as required, and maintaining the customs and practices of Barnet Synagogue relating to services within the bye-laws of the United Synagogue.</li><li>3. To deliver sermons on Shabbat and Chagim that inspire, challenge and educate the community. When required, to deliver a short dvar Torah at weekday Shacharit.</li></ol> |

4. To ensure services are welcoming, vibrant and inclusive to regular and irregular attendees and visitors, both in the shul and by engaging and interacting with children and youth services.
5. To actively and enthusiastically represent the synagogue to its members in a pastoral capacity, attending to the religious, spiritual and emotional needs of members of the community and their families at all times, including hospital visits and keeping in touch with unwell members.
6. To officiate at life events of members wherever possible i.e. Bar/Bat mitzvot, weddings, levoyahs, shivas and tombstone consecrations.
7. Ensure that there are events for all members of the community (e.g., singles, young couples, women, families, children, youth and elderly) throughout the calendar year.
8. To act as the authority on religious issues for the Barnet United Synagogue Community within the limits set by Halacha under the auspices of the Chief Rabbi
9. To enthuse, inspire and engage members of the community in developing greater knowledge and understanding of Judaism, Halacha, Jewish traditions and practice, and Israel through acting as a role-model and through dialogue, education and personal involvement.
10. In conjunction with the relevant committee of the Board of Management and the lay leadership, to take an active and leading role in formulating and delivering programmes of an educational nature, designed to broaden and deepen the knowledge and commitment of the members in a broad spectrum of Jewish knowledge, understanding and activity, for example, delivering Shiurim to various groups and organising visiting educators.
11. In conjunction with the relevant committee of the Board of Management and the lay leadership, to encourage and reinforce the community's identification and links with the State and people of Israel, including celebrating Yom Ha'atzmaut, through personal commitment and involvement at both communal and religious level within and beyond the Barnet Jewish Community.
12. To ensure that all chagim are celebrated vibrantly and inclusively as a community.
13. To play a prominent and visible role in the social, cultural, charitable, educational welfare and inter-faith groups and activities within the community and where appropriate in the wider community. This will include local Jewish welfare organisations and liaison with the local Jewish schools and in the non-Jewish Barnet community.
14. Together with the Rebbetzen (if appropriate) to provide engagement via hospitality to a wide range of members and/or visitors on Shabbat and Chagim.

15. Together with the Rebbetzen (if appropriate) and women's officer, to ensure adequate provision in shul is made for the women, and girls of the community.
16. To undertake such other duties in support of the above accountabilities, including participation in Synagogue committees, as and when requested by the lay leadership of the community.

**PERSONAL SPECIFICATION:**

The person to be appointed to this post should be able to demonstrate the following:

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| <p><b><u>Education</u></b></p> <ul style="list-style-type: none"> <li>• University Graduate or similar</li> <li>• Smicha acceptable to the Chief Rabbi</li> </ul>  |
| <p><b><u>Aptitude/Skills/Competencies</u></b></p> <ul style="list-style-type: none"> <li>• Approachable, with good social skills</li> <li>• Can relate to and respect and value all of the community regardless of their level of observance or commitment</li> <li>• Demonstrates ability to lead and inspire people of all ages</li> <li>• Ability to inspire the community in the traditional/modern orthodox approach to life and belief</li> <li>• Ability to enthuse, engage and inspire the whole community</li> <li>• Ability to deliver inspiring, challenging and educational sermons.</li> <li>• Lead services and Leyn as required</li> <li>• Ability to offer meaningful spiritual comfort and counsel to those in need</li> <li>• Ability to develop educational programmes for all ages and at all levels</li> <li>• Excellent written and spoken communication skills</li> <li>• Demonstrates good listening skills</li> <li>• Ability to delegate and use resources of others</li> <li>• Understanding of the need for budgetary parameters when planning events</li> <li>• Fund raising skills</li> <li>• Computer skills including use of email, Microsoft applications and social media</li> <li>• Ability to work collaboratively especially with other communities</li> <li>• Able to work closely with and be a part of the Barnet Cares team</li> <li>• Valid Driving License</li> </ul> |
| <p><b><u>Experience</u></b></p> <ul style="list-style-type: none"> <li>• Previous community experience</li> <li>• Pastoral work</li> <li>• Teaching children, young people and adults</li> <li>• Continued personal and professional development</li> <li>• Understanding and appreciation of the secular world</li> <li>• Innovation and running of outreach programmes</li> </ul>  |

**Personal Qualities**

**(in no particular order)**

- Approachable, warm and welcoming
  - Friendly, outgoing
  - Empathetic
  - Excellent communicator
  - Innovative
  - Leadership skills
  - Passionate
  - Spiritual
  - Enthusiastic, energetic and able to motivate others
  - Able to organise others
  - Hard working, organised and good time keeping
  - Embraces traditional/modern orthodox philosophy and practice under the authority of the Chief Rabbi
  - Recognises State of Israel
  - Non-judgmental
  - Tolerant of other views and belief systems within and external to Judaism
  - Ability to work as part of a team with professional staff and lay leaders
- Demonstrates confidentiality, professionalism, discretion and integrity at a high level
  - Willingness to provide hospitality at home for community members on Shabbat and Chagim
  - Commitment to inter-faith activities within the wider local community
  - Can develop a good relationship with all local Jewish schools

## 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**