



United Synagogue Job Description

JOB TITLE:	Rabbi
LOCATION:	Northwood United Synagogue (NUS)
WORKING HOURS:	Full time, including weekends and unsocial hours as required (with one day off per week, by arrangement)
SALARY:	Competitive salary and benefits including furnished accommodation
REPORTS TO:	The Chair of the Northwood Synagogue Council, working with the Rabbi Liaison Committee
BENEFITS:	33 days holiday, including Bank Holidays Cycle to Work Scheme Electric car lease-hire available Auto-Enrolled Pension Employment Assistance Programme Employee Discounts Platform (Exec)

EXECUTIVE SUMMARY OF NORTHWOOD AND THE COMMUNITY

Northwood United Synagogue is situated in Northwood, which is a leafy suburb on the North-West side of Greater London. It is a residential area that has a varied housing stock encompassing substantial dwellings as well as more modest, affordable housing. There has recently been a surge of redevelopment of existing large properties to provide blocks of luxury apartments attracting the more senior residents. Northwood is surrounded by natural woodland and has a range of open spaces, including parks and golf courses. There are health and leisure clubs.

Transport links to central London are excellent, with the M1 and M25 motorways being around 10 minutes away. The Metropolitan Line of the underground system reaches the centre of London within 35 minutes.

There is a 20-minute drive to Edgware. Northwood is just some 35 minutes from Hendon and Golders Green with their wide range of kosher food stores, restaurants and Orthodox Jewish Day Schools.

Mikvaot are available in Kingsbury, Edgware and Borehamwood, a drive of around 25 minutes and there are Mikvaot Kelim in Pinner (within a 10-minute drive) and Mill Hill (within a 20-minute drive).

There is a range of other religion group within the area as well a Liberal synagogue (The Ark)

Northwood United Synagogue celebrated its 25th Anniversary in July 2020, with around 300 families in its community.

We are a modern orthodox community of the United Synagogue in the Ashkenazi tradition.

We are a community with Anglo-Jewish culture and customs.

Members have a varying degree of observance.

The membership is warm, welcoming and intelligent, with a broad range of interests.

The community has been described as positive, energetic and welcoming.

We are a well-educated community with broad cultural interests.

The majority of our members are aged 60 plus.

DUTIES & RESPONSIBILITIES

RELIGIOUS

- To act as the authority on Halacha, within the boundaries set by the Office of The Chief Rabbi. To deal with all religious issues and established Northwood Minhagim in a sensitive manner.
- To attend and play an active role in all religious services, leading as required, including those over the Yomim Noraim and other festivals, Bar- and Bat-Mitzvot, weddings, funerals, shiva houses and tombstone settings.
- To give explanations, where relevant, to help members and guests feel included in the services.
- To leyn accurately and regularly and to arrange leyning cover when needed.
- To balance the requirement of specialist services such as Shabbat Hashkama minyanim and women's services (eg. Megillah readings) with the overall needs of the community.
- To follow the ritual norms of the United Synagogue, in accordance with the Office of The Chief Rabbi.

- To deliver inspiring sermons on Shabbatot and the festivals, that inform, educate and challenge.
- To provide overall religious and spiritual leadership to all members of the community that engages, enthuses, and inspires, whilst upholding, at all times, the ethos of the United Synagogue and Northwood United Synagogue.
- To encourage and support members of the community to develop a greater knowledge of Judaism, leading by example and dialogue.
- To engage with other faith leaders at local level and, where applicable, broader interfaith forums.
- To build a relationship with local non-Jewish schools in agreement with the Synagogue Executive.
- To work with the Synagogue Executive and Council to define the vision and strategy for our community and agree key shared objectives.

PASTORAL CARE.

- To deal sympathetically with the emotional, welfare and religious needs of all members of the community and their families.
- To officiate when required at the above-listed life-cycle events.
- To telephone and visit bereaved families and give them ongoing comfort and support.
- To telephone and visit the ill, elderly and lonely, whether at home, in hospital or in a care/nursing home and communicate with carers. To follow up with calls or visits as appropriate.
- To engage with, and actively support, Northwood Network (our welfare system).
- To offer Shabbat hospitality to members and visitors.
- To build relationships with everyone in the community regardless of age, attendance and observance
- To be accessible to members on an individual basis if needed and to follow through.
- To reach out to potential new members.

NB. Notwithstanding the importance of delivering excellent pastoral care to the Northwood community, we consider the Rabbi's wellbeing to be paramount and he is not expected to be available at all hours.

EDUCATIONAL

- To encourage the Jewish development and growth of the community formally through education and informally through dialogue and personal involvement.
- To deliver a range of educational courses and shiurim which reach out, engage and inspire the community to develop greater knowledge and understanding of Judaism, Hebrew, Halacha, Jewish traditions, practices, culture and Israel.
- To represent the community by visiting non-Jewish schools and receiving non-Jewish students/adult visitors to the Shul.

OTHER

- To play a visible role in the social, cultural, charitable, educational and welfare groups within the NUS and the wider community. To support initiatives such as Holocaust Learning UK and the blood donation sessions conducted with Northwood Ark Synagogue.
- To attend the annual Remembrance Day service in Northwood.
- To work (with the Rebbetzin, if applicable) to support the women of the community, encouraging them to participate in all aspects of Jewish and communal life within the bounds of halacha.
- To encourage and reinforce the community's identification and links with the people and the State of Israel and other Jewish communities around the world.
- To maintain the highest levels of discretion and confidentiality at all times.
- Work closely with, and support, the Exec and the Rabbi Liaison Committee.
- To participate in the US's CRE review and goalsetting.
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- Participate in continuous professional development and appropriate training or as requested by the Chair of the Synagogue Council.
- Be committed to the aims of the United Synagogue, complying with its policies and procedures.
- Understand the security concerns of UK Jewish communities, particularly in relation to Northwood. Support the security team in their work, with the backing of the Community Security Trust.

PERSON SPECIFICATION

EDUCATION

- A high level of religious and secular education.
- Semicha acceptable to the Chief Rabbi and United Synagogue. Please include copies of any Semicha certificates with your application.

SKILLS

- Ability to lead services, including for festivals and Yomim Noraim, clearly and accurately.
- Ability to leyn proficiently.
- Tuneful singing voice.
- Willingness to employ the traditional nusach of the United Synagogue.
- Ability to deliver uplifting and intellectually robust sermons that capture the interest of the congregation, with reference to both the religious and secular worlds.
- Ability to deliver shiurim to a diverse audience.
- Ability to impart knowledge in an accessible way that evinces good understanding of the world and the lives of members
- Ability to motivate and lead members towards active engagement in community life
- Ability to inspire those to make a greater commitment to religious observance.
- Ability to offer spiritual comfort to those in need.
- Good organisational skills and time management.
- Excellent verbal and written communication skills (fluent English speaker)
- IT literate, including familiarity with conducting online meetings and events.
- Valid driving licence

Have a valid enhanced Disclosure and Barring Service (DBS) certificate.

EXPERIENCE

- Leading within a community

- Making halachic rulings
- Pastoral work
- Providing education

PERSONAL QUALITIES

- Approachable, compassionate and inclusive
- Good judgement
- Confident but non-judgemental
- Enthusiastic
- Diplomatic and discreet
- Hard-working, diligent and well-organised
- Modern in outlook and in touch with the wider world
- Innovative
- Committed to the State of Israel
- Sense of humour
- Industrious and self-motivated
- Team player

This job description and person specification is not prescriptive; it merely outlines the key tasks and responsibilities of the post. 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 to 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.