



## **Chigwell & Hainault Synagogue Job Description**

<b>JOB TITLE:</b>	Senior Rabbi
<b>LOCATION:</b>	Chigwell & Hainault United Synagogue
<b>REPORTS TO:</b>	Chairman & Honorary Officers of Chigwell & Hainault Synagogue
<b>WORKING HOURS:</b>	Full-Time
<b>SALARY:</b>	Competitive remuneration package (depending on experience) plus accommodation
<b>BENEFITS:</b>	25 days holiday, plus 8 Bank Holidays Ride-to-Work Scheme Auto-Enrolled Pension Employee Assistance Scheme

### **JOB PURPOSE**

To provide religious, pastoral and educational leadership to the Chigwell & Hainault Community

### **Principal Responsibilities:**

- Representing and communicating Jewish law on a daily basis and acting as the local religious authority within the limits set by Halacha and the United Synagogue constitution.
- Provide religious and spiritual leadership, pastoral care and engage the community.
- Playing a full role in, and attending punctually all religious services, which will include laying davening and acting as the Chazan, as and when required
- Delivering sermons on Shabbat and Yomtov that should be appealing to a wide range of the community, to include newsworthy events, up to date topics, support for Israel & Sedra related matters. The drosha should educate, inform, challenge and inspire members of the congregation.
- Discuss any service changes with the Honorary Officers before implementing them.
- Officiating at funerals, stone-settings and Shivas.
- Mentoring boys and girls, and their families, for their upcoming bar and bat mitzva's.
- Preparing engaged couples for marriage.
- Required to support the daily Minyanim

### **Assistant / Community Rabbi:**

The above (and other) responsibilities will be shared/delegated to the Assistant Rabbi, in keeping with the terms of the latter's employment. The Senior Rabbi will serve as a mentor to the Assistant Rabbi and will do his utmost to foster good communication and a good relationship between the two.

## **EXPECTATIONS**

- The Rabbi should be sympathetic to the requirements of the Wardens' needs to accommodate members call up wishes.
- The Rabbi should be willing and capable to host a wide range of members from the community.
- The Rabbi should provide an appropriate level of gravitas but be easily approachable by all.
- The Rabbi should have an understanding and tolerance of all levels of religious observance within the Chigwell & Hainault Community and engage all members.

## **EDUCATION**

- To support and encourage 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.
- Initiating adult education programmes.
- Engaging and fully participating with the children and youth programmes.
- Giving regular shiurim that will appeal to different sections of the community.
- Liaising with & supporting our two local United Synagogue schools.

## **PASTORAL CARE**

- Visiting the sick and comforting the bereaved together with providing on-going support where required.
- Liaising with CATCH (Care at Chigwell & Hainault)
- Provide marriage support to those who need it.
- Providing preventative counselling and crisis intervention for those in need.
- Knowing when and to whom to refer cases for specialised help.

## **COMMUNICATION AND TEAMWORK**

- A commitment to maintaining communication with the Honorary Officers, lay leadership and the office to ensure the smooth running of the Shul.

## • **COMMUNITY DEVELOPMENT**

- Identifying the needs and areas of growth potential of the community.
- Reaching out to the less committed outside and most particularly inside the community.
- Fully engaging, participating and being fully involved in the communal strategic programming, taking into account the changing needs of the community.
- Supporting and promoting the fundraising endeavours of the community.
- The ability to create and execute events.
- Work with other Orthodox Rabbonim in the NE London and Essex community and attend regular meetings.

## • **AMBASSADOR FOR JUDAISM AND HIS COMMUNITY WITHIN WIDER SOCIETY**

- An active role in local interfaith activities, working with our neighbours and local schools to promote a sense of community.

## • **PERSONAL DEVELOPMENT**

- There is an acknowledgement of the Rabbi's need for continual study and inspiration in order that he may, in turn, be able to inspire members of his community.

- **OTHER**

Must be committed to the ethos, customs and practices of Chigwell & Hainault Synagogue under the authority of the United Synagogue and the Office of the Chief Rabbi.

You will be expected in undertaking the above role to comply with any policies and procedures that United Synagogue may issue.

Any other reasonable duty as may be assigned that is consistent with the nature of the job and its level of responsibility.

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.

This job description may be amended to meet the changing requirements of the community at any time after full discussion between the successful candidate and the Honorary Officers.

The successful candidate must be available to work unsocial hours including weekends

Must have the right to work in the UK.

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.

## Person Specification

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Semicha recognised by the Office of the Chief Rabbi</li> </ul>	
<b>Experience</b>	Experience as a communal Rabbi	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Special Aptitudes</b>	Ability to <ul style="list-style-type: none"> <li>• layn and daven</li> <li>• deliver inspiring sermons</li> <li>• provide spiritual leadership</li> <li>• give advice</li> <li>• educate</li> </ul>	<ul style="list-style-type: none"> <li>• Scholar</li> <li>• Teacher</li> <li>• Ability to create and manage change</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Approachable</li> <li>• Excellent timekeeping</li> <li>• Discrete</li> <li>• Organised</li> </ul>	<ul style="list-style-type: none"> <li>• Smart appearance</li> <li>• Melodic voice</li> <li>• Effective written skills</li> </ul>

	<ul style="list-style-type: none"><li>• Ability to work as part of a team with professional staff and lay leaders.</li><li>• Proficient I.T. skills</li><li>• Innovative</li><li>• Self-motivated</li><li>• Warm and hospitable</li><li>• Friendly and polite</li><li>• Tolerant</li><li>• Approachable &amp; welcoming</li><li>• Willingness to be involved in all aspects of community life</li><li>• Able to relate to people of all ages and levels of observance</li><li>• Effective oral communicator</li><li>• Committed to the State of Israel</li></ul>	
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