



United Synagogue Job Description

JOB TITLE:	Youth Director Couple
LOCATION:	Stanmore Synagogue
WORKING HOURS:	35 hours per week, which includes evenings & weekends
SALARY:	Competitive remuneration package (commensurate with experience)
REPORTS TO:	Assistant Rabbi and/or Honorary Executive
BENEFITS:	20 days holiday (pro rata), plus Statutory Bank Holidays Ride-to-Work Scheme Auto-Enrolled Pension

1. MAIN PURPOSE AND SCOPE OF JOB:

Teens of today are struggling when it comes to their Judaism and Jewish Identity. Of paramount importance in this struggle is arming youth with positive role models, inspiration and education about their Judaism, and skills too. The aim of the Youth Directors role is broad and multi-faceted. For some youth, it is to build their Jewish involvement in programmes, for others it is to have a positive impression of Judaism, for others it is to increase their belief in G-d and text skills. The Youth Director Team will aim to engage, enthuse and build the skills of our youth. This includes building relationships with youth (and their families) and developing and running exciting and meaningful programmes.

Included in this is the youth service and programmes on Shabbat and Yom Tov, as well as programmes and events throughout the year.

The Youth Directors' target group is the 11 -18 year old age group (School years Y7-Y13), though there is some crossover work with the Inters and Community Department.

2. POSITION IN ORGANISATION:

The Youth Director Team will be supported and monitored by the Senior Rabbi and/or the Assistant Rabbi, who will be assisted by one of the HO/Council members

with the Youth portfolio. They will also be assisted by the Office Team and our Events, Programme and Strategic Marketing Manager).

There will be a youth budget provision to enable this, as well as expenses paid, and the youth credit card.

3. GENERAL DUTIES and GOALS (in no particular order):

- To coordinate and attend all youth services and activities over Shabbat and High Holy Days. This includes making sure attendance is good, special kiddushes, building the boys' skills and proficiency in areas of the service - and making the services enjoyable and meaningful. The female Youth Director should be running sessions (e.g. during parts of the service) for the girls.
- Hosting meals for groups of youth (and in some cases their families).
- To organise and run regular youth programs: the Year 7 Barmitzvah Programme (currently running monthly), the Year 7 Batmitzvah Programme (currently running monthly) and the Year 9-10 Learn2Lead Programme (weekly for 10 weeks or so a year from November-March). Part of this includes planning and promoting the events.
- General showcasing what the Youth Department do via social media platforms
- Generate ideas and creativity to reach out to youth who are not regularly involved in programmes or services.
- To create and organise events, trips and Shabbatons for different ages where possible.
- Learning with youth wherever possible
- Where possible, to go into schools to run learning/fun sessions for our youth there (perhaps once a month)
- Where possible, to attend Tribe meetings and training seminars specific to youth directors and youth leaders in similar roles and where possible to promote and Tribe initiatives and events

4. SKILLS & EXPERIENCE

- Proven experience in youth work and running programmes
- Ability to motivate affiliated and non-affiliated youth
- Substantial knowledge of Jewish customs and practices
- Able to work with deadlines, and in a very dynamic environment
- Proven experience as a proactive team member contributing to the success of the wider team and organisational goals
- Energetic and proactive attitude
- Creative with own ideas for programmes and activities
- Willingness to ask for and listen to ideas and feedback

5. 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
- Undertake appropriate training as requested by your line manager in conjunction with the Human Resources Department and be committed to own continuous professional development
- 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.

PERSON SPECIFICATION - YOUTH DIRECTOR

Criteria	Essential	Desirable
Experience of working in a Youth and Community Work setting on a full or part-time basis.	X	
Excellent professional relationships skills when working with customers and employees at all levels; be willing to ask for and listen to ideas and feedback	X	
Be fully committed to the philosophy and practice of Orthodox Judaism	X	
Have experience in working successfully with both religious, non-religious and non-committed youth	X	
Excellent communication skills, both verbal and written, and create own ideas for programmes and activities	X	
Have the knowledge and experience to give Shuirim and lead discussions at a range of levels up to youth in the sixth form	X	
Have experience in running local and residential Shabbatons		X
Excellent understanding of younger people's issues substance abuse, bullying, career choices)	X	
Have a good understanding of the Jewish Community, Judaism and Jewish Values	X	
Understand empowerment of young people and put this into practice	X	

Possess excellent interpersonal skills, be articulate, intelligent and self-motivated and have the self-confidence to build and maintain strong relationships	X	
Strong team player and be able to integrate themselves into community	X	