

Director of Education & Programming
Shir Chadash Conservative Congregation, New Orleans, Louisiana

Shir Chadash Conservative Congregation seeks a creative Jewish educator with a vision for community-wide educational engagement in a spirited Conservative synagogue. The ideal candidate will have a passion for preparing new generations for rich engagement with Judaism and Jewish life.

Shir Chadash is a warm, inclusive, egalitarian synagogue community in greater New Orleans that honors tradition while embracing modernity and where all are welcome to join in praying, learning, and celebrating together. The only Conservative synagogue in the New Orleans area, Shir Chadash has approximately 200 member units and about 50 children and teens enrolled in educational programming. Shir Chadash maintains a robust, active adult education program.

Job responsibilities include:

- Directing and managing the synagogue's religious school, including coordinating Sunday Shul School for all students, coordinating 1-on-1 Hebrew tutoring for students in the 2nd grade and above, and managing and overseeing Shul School staff
- Navigating and implementing a safe return to in-person learning and programming for youth and families, as pandemic policy and best practices permit
- With the Rabbi, coordinating B'nei Mitzvah training and family learning for B'nei Mitzvah cohorts
- Coordinating and delivering teen programming
- Coordinating and delivering youth programming for Shabbat and holidays
- Working with the Rabbi to coordinate and deliver adult educational programming
- Communicating with parents, the synagogue board, and other stakeholders about Shir Chadash's educational programming
- Working with other office staff to market the synagogue's educational programming to the synagogue and the wider community
- Acting as an ambassador for Shir Chadash to the greater New Orleans Jewish community, including outreach and educational engagement to non-member families

Desired qualifications:

- Bachelor's degree or four years of professional experience
- Experience leading Jewish educational programming
- Working proficiency in Hebrew in a liturgical context
- Knowledge of Conservative Judaism
- Experience with hiring, supervision and management of teachers and / or other professional staff
- Computer literacy, including social media, Microsoft Office, and other relevant software and platforms
- Experience leading youth programming in a Jewish setting (for example: youth group, Jewish summer camp, etc.) is a plus
- Ability and passion for incorporating music into programming is a plus
- Knowledge of nusach and trope and ability to lead services are a plus

This is a full-time position with a benefits package.

Salary: \$55,000-\$65,000, commensurate with experience

To apply, please send a resume, cover letter and completed questionnaire to shirchadash@shirchadash.org. The questionnaire is attached to this document.

Please e-mail Daniel Mintz, Education Vice President, at danielrmintz@gmail.com with any questions.

Shir Chadash Conservative Congregation
Director of Education and Programming Questionnaire

Please send a resume, cover letter and this completed questionnaire to: shirchadash@shirchadash.org

NAME:

PHONE NUMBERS:

Day

Evening

Cell

E-MAIL:

CANDIDATE'S RELIGIOUS ORIENTATION:

____ Conservative ____ Orthodox ____ Reform ____ Reconstructionist
____ Other (Please explain)

JEWISH EDUCATIONAL BACKGROUND:

JEWISH HIGHER EDUCATION (if applicable):

Name of Institution, Years attended, Specialization

INFORMAL/ADULT JEWISH EDUCATIONAL EXPERIENCES (e.g. Melton Program, Limmud, Jewish camping, etc.)

RELEVANT CERTIFICATIONS (if applicable):

Type of License:

License #

Issued By:

Date Received:

Other Teaching Certificates:

Day School Leadership Training Institute ____ Yes Cohort # ____ ____ No

(NDI) New Directors' Institute ____ Yes Year ____ ____ No

HEBREW LANGUAGE

Please self assess your level of Hebrew fluency and literacy:

Reading: ___excellent ___good ___minimal ___I do not read Hebrew

Speaking: ___excellent ___good ___minimal ___I do not speak Hebrew

Writing: ___excellent ___good ___minimal ___I do not write Hebrew

Comments:

ADMINISTRATIVE EXPERIENCE

What experience, skills and expertise do you have with administrative tasks? Please check all that apply. You may write a comment to expand on your response.

___ Budget and finance:

___ Board relations and board development:

___ Marketing and public relations:

___ Hiring, supervision and (if applicable) termination of professional staff:

___ Professional development (for teachers and support staff)

Other Comments

PLEASE CHECK ALL SUBJECT(S) THAT YOU ARE WELL QUALIFIED TO TEACH AND SUPERVISE

___ Elementary Hebrew

___ Advanced Hebrew

___ *Humash*

___ Jewish History

___ *Tefillot*

___ Rabbinics

___ Trope

___ Other Subjects: _____