



**Teen Engagement Associate  
United Synagogue of Conservative Judaism (USY/Kadima) and Beth Tzedec Congregation**

**Background**

United Synagogue Youth (USY) is the premiere Jewish teen engagement program for the Conservative movement. Through our important work, USY empowers Jewish youth to develop friendships, leadership skills, a sense of belonging to the Jewish People, a deep engagement with and love for Israel, and a commitment to inspire Jewish living through meaningful and fun experiences based on the ideology of Conservative Judaism.

Beth Tzedec Congregation is a vibrant multi-generational *kehillah* providing members with a place for prayer, spiritual guidance and growth, observance of life-cycle events, lifelong learning, social and cultural programs and opportunities for *tikkun olam*, improving the world. A key in achieving this mission is having warm and welcoming spiritual leadership an inclusive staff team of community builders able to design and deliver meaningful and relevant prayer services, life-cycle events and programs that inspire people to connect to Judaism.

**Position Summary**

The Teen Engagement Associate is a key position for Beth Tzedec Congregation and USY's partnership and new, preeminent engagement initiative.

The Teen Engagement Associate is part of the engagement staff of both the synagogue and USCJ, executing and implementing key program components of teen engagement and leadership to enhance both organization's missions and core values. The Teen Engagement Associate is responsible for directly engaging teens on a local level through new engagement initiatives.

**Position Reports to**

USY Branch Program Director and Beth Tzedec Director of Education

**Primary Duties and Responsibilities**

The duties of this position include, but are not limited, to the following:

- Support an inclusive approach to teen engagement, including USY and Kadima engagement, through new engagement initiatives.
- Assist with the implementation of new peer-to-peer engagement initiatives.
- Participate in the overall plan to increase membership numbers and participation.

- Build relationships and partnership opportunities with local professionals, Conservative congregations and other Jewish organizations.
- Assist and lead chapter, multi-chapter and city-wide events.
- Promote and recruit for all Beth Tzedec teen, USY and Kadima programs, including chapter programs, regional programs, national programs, International Convention (IC), USY's summer programs (USY on Wheels & Pilgrimage) and USY's gap year program (Nativ).
- Participate in communal opportunities that engage local youth directors and/or teens.
- Create new initiatives to engage teens in new arenas, including public school settings, Jewish schools, Jewish camps and other synagogues, with a specific emphasis on service learning projects and programs.
- Oversee the design, development and delivery of Shabbat and Festival programs for Beth Tzedec teens.
- Oversee the design, development and delivery of Beth Tzedec teen programming (Middle School through High School).
- Develop teen leaders within the synagogue and empower them to take ownership of their programming so that programming expands in both volume and participation numbers.
- Work with the Director of Education on the coordination of the Bar/Bat Mitzvah Program, including organizing logistics and planning a *shabbaton*.
- Work with the Director of Education and Spiritual Leadership on the coordination of High Holy Day youth and teen programming and teen volunteers.

**Key Qualities for Success in this Position:**

**Skills**

- Experience working with teens
- Relationship building
- Facilitation
- Leadership
- People-management and coaching
- Planning and implementation
- Conflict management
- Strong oral and written communications
- Budget planning and tracking
- Knowledge of the Jewish tradition; demonstrated commitment to Conservative Jewish living and/or interest in learning

**Education**

- Minimum – degree from four year college or university
- Commitment to personal growth and ongoing education

**Preferred Education and Experience**

- At least 4 years of experience working in related fields
- Degree in relevant field(s) including: Jewish Studies, Education, Social Work
- Advanced training in a field that will enhance your ability to be a greater service to youth and youth programs

### **Supervisory Responsibility**

None

### **Position Type/Expected Hours of Work**

This is a full-time position (40 hours/week) and will require some extended hours due to evening and weekend conventions, programs and/or meetings.

### **Travel**

The position supports a geographic area comprised of two or more USY regions. Must be able to travel on a regular basis to USY Regional events. Position includes evening and weekend responsibilities. Travel to the USY International Convention, occasional travel to USCJ staff meetings, and for Beth Tzedec teen programming is to be expected.

### **Additional Eligibility Qualifications**

Valid passport and access to reliable transportation  
Vulnerable Sector Screening check

### **Other Duties**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change from time to time.

### **How to Apply**

Qualified candidates are invited to submit a cover letter and CV to Daniel Silverman, Director of Education, Beth Tzedec Congregation, at [dsilverman@beth-tzedec.org](mailto:dsilverman@beth-tzedec.org), no later than September 12, 2019. Only those applicants invited for an interview will be contacted.