**Youth and Program Director**

Congregation Beth Shalom, a well-established, vibrant, Conservative congregation of 330 families in Atlanta (Dunwoody) Georgia, is seeking a part-time Youth and Program Director.

The Beth Shalom Youth and Program Director directly oversees the synagogue’s youth and family programming. This individual will collaborate with our rabbi, lay leadership, and staff to create meaningful programming, making Judaism come alive for our families and youth in both formal and informal settings. The ideal candidate is a warm and creative individual who is passionate about children, teens, Jewish heritage, and will serve as a positive Jewish role model.

**ROLES & RESPONSIBILITIES:**

**The Youth and Program Director’s job responsibilities will include:**

**Family**

Initiating and executing 4 meaningful congregational programs a year that engage and create meaningful Jewish experiences for members and guests.  Assists the Director of Life Long Learning with synagogue wide family programs in celebration of Jewish Holidays, Values, and Shabbat.

**Youth**

Initiating and executing bi-monthly programs geared specifically to our Jr. Kadima, Kadima and USY’ers. (grades 3rd through 12th grade)

The Youth and Program Director will be responsible for all aspects of the Youth Department, including ordering and shopping for supplies, calendaring, registration, budgeting, and collections.

**REQUIREMENTS:**

* This position will report to Congregation Beth Shalom’s Rabbi, with supervision from the Executive Director.
* This is a part-time salaried position. Youth Programs are currently held bi-monthly on Sunday’s.

**QUALIFICATIONS:**

* Preferred experience: 3-5 years
* Preferred degree: Bachelor’s Degree
* Marketing and Graphic design desired

**Benefits**

* Vacation time, Congregational membership

Deadline for applications: May 15, 2016

Please send cover letter and resume to: bethshalomatlanta@gmail.com