

TEEN PROGRAM COORDINATOR

OVERALL GOALS: We are seeking Teen Program Coordinator (TPC) who will help teens grow in their Jewish identity and commitments/connections, be a positive role model, and create Tikkun Olam, educational and social opportunities that foster relationships among teens.

At Beth El, we want our teens to feel as if they are home, build friendships with each other, explore what Judaism means to them, and have a strong and lasting bond with their Teen Program Coordinator. **Please note that this full-time job is in partnership with Camp Ramah in the Berkshires.**

JOB DESCRIPTION:

The **Teen Program Coordinator (TPC)** would be responsible for planning and executing all social and educational programming related to our middle school-aged and high school-aged adolescents.

Their four main areas of responsibilities will be: **Establishing one-on-one relationships with Teens, Youth Group Programming, Post-B'nai Mitzvah High School Educational Programming, and the Madrichim Leadership Training Program.**

We are looking to bring the positive experiences of Jewish Summer Camp to our synagogue community year-round. With that in mind, this position is in partnership with Camp Ramah in the Berkshires, with the intent that the Teen Program Coordinator would be a part of the leadership team of Beth El and serve as part of the leadership team of Camp Ramah in the Berkshires during the summer session.

A MORE DETAILED DESCRIPTION OF JOB RESPONSIBILITIES:

Establishing One-on-One Relationships with Teens: A primary and essential area of focus for the TPC will be building and establishing relationships with our Middle School and High School-aged members. Essential for making those connections would be by meeting the teens 'where they are', and socializing in ways they feel comfortable. This would include communicating via social media platforms and regularly meeting our teens outside of the synagogue for informal get togethers, coffee, taking them out for lunch during their lunch break during the school day and other such activities.

Youth Group Programming: The TPC would plan, promote, and execute regular social and social action-oriented programming. This would ideally include twice monthly programs for Middle Schoolers and High Schoolers (both formal and informal). The TPC would also help in rethinking/reimagining our lounge space as a place that teens would want to hang out in when they are in the building. In addition, the Coordinator would hold board meetings with teen board members, and engage in extensive one-on-one meetings to build a rapport and relationship with the teens. The TPC would also plan Shabbat programming for teens, including dinners, Havdalah, tisches, etc. This person would also promote and recruit for participation in Regional conventions and retreats, potentially even staffing and chaperoning regional events; and plan and participate in our annual youth group trips.

Supplementary High School Educational Program: We believe that learning should be a lifelong experience at Beth El. We want to change the culture that one “graduates” from Jewish education after b’nai mitzvah. We believe that a robust and structured High School supplementary educational program would lead to increased participation and retention. The TPC would rethink our current model and format, and work with clergy and the Director of Education to plan, promote, and teach as part of our post-b’nai mitzvah education program. Our hope is to have students stay in these programs by using incentives for staying involved and engaged, including a capstone confirmation trip that the TPC would coordinate.

Madrich Program: Our TPC would work with the Director of Education to implement a Madrich program that focuses on leadership training that would supplement the Madrichim’s on-going presence in the classrooms. Those who fully complete the Madrich program would receive a Leadership Training Certificate of Completion, a formalization of the program which could be added to their resumes when potentially applying to teach Religious School in college and beyond.

B’nai Mitzvah Tutoring: Additionally, the TPC would join our cadre of b’nai mitzvah tutors. With approximately 30 b’nai mitzvah a year, we need to increase our number of tutors. The expectation is that the TPC would be proficient in chanting Torah, Haftarah, and leading Tefillah and they would be able to teach those skills when working with 4-8 students a year. This aspect of the TPC’s job would enhance connections and allow them to build a strong bond in a one-on-one setting with several sixth and seventh graders. Ideally, the positive relationships the TPC would form with students would successfully translate to those teens continuing to be involved post-b’nai mitzvah activities.

Proposed compensation package from Beth El: \$50,000 (plus benefits). Please note that additional compensation would come from Camp Ramah in the Berkshires for summer responsibilities.

This position would report to Congregation Beth El’s Rabbi Jesse Olitzky.

Interested applicants should send resume and cover letter to careers@bethelnj.org.

Who We Are:

Congregation Beth El is a friendly, warm, and vibrant congregation located in South Orange, New Jersey. In addition to our hometown, members come from surrounding communities, including Maplewood, West Orange, Millburn/Short Hills, and Livingston, as well as Morris, Union and Hudson counties.

We are a dynamic, egalitarian Conservative synagogue with a strong commitment to inspiring learning, engaging worship, and pursuit of social justice. We welcome people of all ages, genders, and backgrounds to join us on our journey: learned and novice; born-Jewish, Jew-by-choice, or non-Jew living Jewish; single or partnered; gay or straight. Our intent is that all who enter find a makom kadosh — a holy space — in which to seek God, connection, and community.