

Noam Masorti Youth – Director

We are searching for a new Director of Noam – Masorti Youth

Noam is the youth movement of Masorti Judaism and has been empowering young people to learn and lead for 30 years. Our aim is to give young people powerful Jewish educational experiences, inspiring them to be involved with Masorti Judaism and Israel, and developing them as leaders.

Reporting to Masorti Judaism's deputy chief executive and board of trustees, the Noam director will be responsible for:

- Developing a long-term strategic plan for Noam and ensuring all programmes are in line with the movement's vision and ethos
- Overseeing a comprehensive programme of central and local events, including synagogue youth clubs and residentials, summer camps, Israel tours and gap year programmes
- Managing risk and ensuring compliance on safeguarding, health and safety and data protection
- Designing Noam's annual budget, managing the movement's finances and raising funds through generated income, fundraising events and grant applications
- Line-managing, coaching and training the Noam movement work team
- Developing partnerships with Masorti and wider Jewish community leaders, funders and charity partners

Candidates are invited to apply on the basis of a full-time or a part-time (minimum 3 days a week) position – evening and weekend work are an integral part of the role. Salary: £28-32k FTE plus generous benefits package. Based in north London.

For more information or a confidential chat about the role please contact Rachel Sklan at rachel@masorti.org.uk or 07957 672266.

To apply, please send your CV and covering letter to rachel@masorti.org.uk by 24 February 2019.

Job Description

Responsibilities:

1. Developing a long-term strategic plan for Noam, planning and implementing a comprehensive programme of central and local events, and ensuring all programmes are in line with the movement's vision and ethos
2. Managing risk and ensuring compliance with legal requirements and best practice, including safeguarding (in partnership with the deputy chief executive), health and safety, and data protection
3. Managing the Noam budget, ensuring an adequate income and responding effectively to financial risks
4. Leading the Noam staff and inspiring them to realise the movement's values and strategic goals

5. Managing stakeholder relationships and developing partnerships with Masorti and wider Jewish community leaders, funders and charity partners

Reporting line:

The Noam director will report to the deputy chief executive. S/he will also have non-managerial reporting lines to the chair of Noam and to the Masorti Judaism trustee who holds the board's youth portfolio.

Duties:

a. Strategy and governance

- Work with staff, trustees and volunteers to prepare a strategic plan and annual budget for Noam
- Ensure implementation of the strategic plan and evaluate its impact
- Set and implement recruitment targets and strategies for all Noam events
- Work with the deputy chief executive, other staff, trustees and outside experts to develop and implement appropriate policies and procedures for all Noam programmes, including but not restricted to safeguarding, health and safety and data protection
- Report regularly to the deputy chief executive, the board of trustees and the chairs of Noam, attending board, finance subcommittee and other relevant meetings

b. Leadership and team management

- Facilitating an annual recruitment process for the Noam sabbatical movement work team (in partnership with the Marom director where appropriate) and ensuring all positions are filled with suitable candidates
- Line-managing the sabbatical Noam mazkir/a (director) and administrator
- Project-managing rabbinical and educational staff on Noam programmes
- Ensuring that all staff and volunteers receive appropriate in-service training
- Providing regular mentoring for all movement workers
- Building relationships with young potential leaders, creating development plans for them, and supporting them to take on senior leadership positions
- Develop relationships with synagogue lay leaders, rabbis and staff to support local Noam programming

c. Operations

- Supporting the movement workers to develop a year-round programme of activities, including Israel programmes, residential summer and winter camps, weekly leadership training programmes and local community youth programming.
- Overseeing the running of all Noam programmes, including summer camps, long- and short-term Israel programmes, other residential events and all non-residential programming
- Ensuring all programmes have up to date risk registers and all required policies and procedures in place
- Ensuring that all educational programming and messaging is compatible with the organisation's charitable objects and the movement's ideology, vision and goals
- Maintaining long-term relationships with Masorti communities, suppliers, commercial and charitable partners

d. Finance and fundraising

- Building an annual budget for approval by the chief executive and trustees

- Ensuring Noam operates within the approved budget and providing regular, accurate financial reporting
- Designing and implementing a Noam fundraising strategy including events, appeals, trusts and foundations
- Assisting Masorti Judaism's major donor fundraising campaign, including the identification and cultivation of potential donors in partnership with the chief executive
- Maintaining ongoing relationships with key institutional funders

Person specification

The successful candidate will be able to demonstrate:

a. Experience of

- Developing and delivering successful projects and events
- Team leadership and management
- Community organising, training, education and/or youth work
- Jewish youth movements or organisations
- Budgeting and financial management (desirable)
- Fundraising, particularly trusts/foundations (desirable)

b. Knowledge of

- Safeguarding and child protection
- Other legal, regulatory and best practice standards relevant to work with young people
- Jewish belief, practice and culture
- Israeli history and society (desirable)
- The UK Jewish community and the Jewish world (desirable)

c. Skills

- Project planning, management and delivery
- Leading people – including management and delegation skills
- Coaching and group facilitation
- Networking and relationship building
- Clear written and oral presentation skills
- Trust and foundation fundraising (desirable)

d. Values and attitudes – commitment to

- Empowering young people and facilitating independent decision-making
- Jewish community, Jewish education and Israel education, in the spirit of Masorti Judaism
- Pluralism, diversity, equality and inclusion
- Informal, adaptive, flexible working
- Learning and professional development in self and others