



PARK AVENUE SYNAGOGUE

JOB TITLE:

Youth Coordinator

DESCRIPTION OF PARK AVENUE SYNAGOGUE:

Park Avenue Synagogue (PAS) is one of the largest Conservative congregations in North America. Located on Manhattan's Upper East Side, the synagogue includes staff of more than 180 talented individuals, who together with our world-class clergy team, serve a membership of over 1800 households. Our thriving Adult Programming, Penn Family Early Childhood Center, Congregational School, Youth, and Young Family Education departments provide high quality and inclusive Jewish educational, social, and worship opportunities to our members and the community at large.

DESCRIPTION OF JOB:

PAS's Rabbi Judah Nadich High School program has been providing our teens with an extraordinary post Bnei Mitzvah High School experience since 1959. With the growth in our Congregational School, we now have over 200 teens in our congregation between eighth and twelfth grades and are fully committed to engaging them and their families beyond Bnei Mitzvah through our multifaceted PAS High School program that provides the framework for this successful experience. The Youth Coordinator will report to the Director of Youth Programming and Engagement and work closely with the Director of Congregational Education, the clergy, Congregational School, and the broader education team.

The Youth Coordinator will assist with building a youth program beginning in the lower grades to create a bridge from the Congregational School to the High School program. Furthermore, these youth activities will help the synagogue build community between our learners in the Congregational School and our active Day School community.

RESPONSIBILITIES:

- Collaborate with the Director of Youth Programming and Engagement, Director of Congregational Education, clergy, and lay leaders to set educational, programmatic and engagement goals for the PAS High School and Youth Program.
- Plan, publicize and implement youth programs for 3rd-8th graders.
- Engage with youth and parents in order to build relationships and recruit for programming.
- Assist with the Youth and Teen Chair meetings as well as the Teen Leadership Council.
- Teach in the Congregational School.



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- Serve as a specialist for PAS' Camp Keshet during the summer.
- Staff and lead family programs, including Shabbat dinners and High Holy Day services.
- Assist staffing the Teen Food Pantry on Wednesdays and Fridays.
- Be present at Congregational School Bnei Mitzvah events to help create continuity from Pre to Post Bnei Mitzvah.
- Support inclusion efforts in youth and teen programming.

QUALIFICATIONS:

- Bachelor's degree.
- Strong interpersonal skills to build relationships with youth and teens, and to communicate effectively with parents, colleagues and other stakeholders.
- Excellent project management, program planning, organizational and administrative skills.
- Strong oral and written communication skills.
- Team player: ability to work collaboratively to achieve goals.
- Flexible schedule including some nights, Shabbats, holidays and Sundays.
- Experience leading informal and formal innovative Jewish holiday, Israel, Shabbat and other Jewish educational programs and classes for youth, teens and families.
- Professional experience in Jewish education, camping, Hillel campus or synagogue setting.
- Ability to lead dynamic and meaningful worship services for youth and high school students in collaboration with clergy and educational team a plus.
- Inclusion and Special Needs background a plus.

SALARY: Starting salary \$50,000 and commensurate with experience.

Comprehensive benefits package including healthcare and funded HSA, 10 days of vacation, Federal Holidays, and 7 days of sick leave.

Qualified candidates should submit a brief cover letter and a resume to Zawnia Dehaney, Director of Human Resources at jobs@pasyn.org.

Frequently cited statistics show that women and underrepresented groups apply to jobs only if they think they meet 100% of the criteria. If you meet many but not all of the criteria and feel you may be a good fit for the role, Park Avenue Synagogue encourages you to apply.