



## United Synagogue Job Description

<b>JOB TITLE:</b>	Barnet Youth Programme Director/Couple
<b>LOCATION:</b>	Barnet United Synagogue (Covid-19 rules permitting) and from home
<b>WORKING HOURS:</b>	10 hours a week
<b>SALARY:</b>	Competitive
<b>REPORTS TO:</b>	Youth Project Team
<b>BENEFITS:</b>	20 days holiday, plus 8 Bank Holidays, pro rata Ride-to-Work Scheme. Auto-Enrolled Pension

### **SCOPE OF JOB**

Can you create dynamic, sparkling and tempting programmes for our youth? An experienced, ambitious individual/couple are needed to revive our youth community, initially getting to know our young men and women, aged 11+ through personal dialogue. The captivating programming would be tailored to the tastes of various age-banded groups.

This is a fixed term contract for up to two years, although the grant for year two depends on meeting set KPIs.

### **JOB PURPOSE**

The successful applicant (s) will have the energy and passion to take on the critical job of building our youth community, to inspire new friendships and to encourage individuals to come together to celebrate their Jewish identity. Clever thinking will be required to achieve these goals while maintaining current Covid-19 safety guidelines.

### **1. DUTIES AND RESPONSIBILITIES**

- To work closely with the lay and religious leadership of Barnet United Synagogue.

- To arrange meetings, face to face or digitally, with young people in the community and encourage their participation in youth activities.
- Attendance on one Shabbat a month is required, when current restrictions are relaxed, and availability on other Shabbats and chaggim will be open to discussion.
- To create and then develop a supporting team of youth volunteers from the community to assist in creating and implementing the experiences.

## **2. PERSON SPECIFICATION**

The person(s) to be appointed to this post should be able to demonstrate the following:

- Excellent organisational skills and the drive to head up this innovative project.
- Exceptional people skills and an ability to engage with the young people in our community.
- The ability and self-discipline to manage and work efficiently and flexibly.
- Strong communication skills and the confidence to interact with individuals of all ages, both verbal and written.
- Ability to inspire a strong Jewish identity.
- Excellent computer skills and working knowledge of social media.
- Ability to encourage others.
- Flexible approach to working hours.

## **3. OTHER INFORMATION**

- This job description and person specification is not prescriptive; it merely outlines the key tasks and responsibilities of the post and the key tasks and responsibilities are subject to change, any changes will be made in consultation with the post holder.
- This job description is subject to alteration in response to the changes in legislation or the United Synagogue's operational procedures.
- There will be opportunities for the candidate(s) to receive supervision and professional development from the rabbinic and lay leadership.
- Where required, hospitality will be provided.
- Due to the nature of the work, this post is exempt from the provisions of Section 4(2) of the Rehabilitation Act, 1974, by virtue of the Rehabilitation of Offenders Act, 1974, (Exceptions) Order 1975.
- Accordingly, a valid and current enhanced Disclosure and Barring Service (DBS) certificate (formerly CRB) that is satisfactory to the United Synagogue will be required.