

Director of Young Family Programming Job Description

Congregation Beth Ami is seeking a part-time (6-8 hours per week) Director of Young Family Programming to provide the vision, leadership and direction for quality programs that create a welcoming transition for pre-school children and their families entering our Religious School. This Director will develop and administer programming to attract and retain families with young children to the Beth Ami community. They will be an expert at forming connections in the wider region and marketing our synagogue as an ideal environment for families with young children.

This position will report to the Director of Youth Education and work in consultation with members of the synagogue's educational team, including Beth Ami Community Nursery School Director, the Rabbi, VP of Youth & Education, Religious School Education Committee and other volunteers. Job responsibilities include:

- Teach weekly Pre-K, K and Grade 1 class (depending on enrollment) for seamless transition from pre-school.
- Market to and recruit families from Beth Ami Community Nursery School and the Sonoma County Jewish community at large utilizing social media and other creative resources.
- Create and direct Beth Ami and You Program (ages 2-6). This includes creating an annual calendar with annual and monthly themed programming, developing age appropriate activities, generating event publicity internally and to the wider community, designing programs to connect parents of young families, and recruiting and managing staff including teachers, assistants, and volunteers.
- In coordination with the Rabbi, conduct the Rockin' Shabbat Program which includes publicity, Kid Rock Shabbat component, recruiting and scheduling guest artists and coordination of dinners.
- Create family activities such as a young family chavurah, parent education forums, synagogue event participation and parent volunteer program.
- Maintain close communication with families to help successfully integrate them into the Beth Ami community.

Candidates should have previous teaching experience with young children.

A Bachelor's degree or equivalent is preferred. Candidates should have a strong commitment to the mission and values of Congregation Beth Ami and to being an active participant in this community. Judaic knowledge and background including Hebrew very important. Able to lift 40 pounds. Ideal candidate is self-motivated, innovative, inclusive, has effective administrative and organizational skills, is comfortable reaching out to others to encourage and welcome their participation and exhibits a love of working with and educating young children.

This position is open to all current Beth Ami employees during the application period of March 12 - 26, 2015.

Please send a cover letter and resume to office@bethamir.org Attention Barbara Tomin, VP for Youth & Education