



Position: Jewish Community Engagement Fellow
Reports to: Director of Rabbinic and Community Engagement (Boston-based)
Location: Washington, DC, LA, NYC or individual may work remotely
Starts: January
Contract/Hours: 8-14 hrs per week

Position

J Street is seeking a motivated, hard-working individual to take an active role in supporting and implementing J Street's Jewish communal work, under the supervision and guidance of the Director of Rabbinic and Community Engagement. The fellow will be responsible for managing clergy-specific projects as well as contributing to the other ongoing projects within the organization. The ideal candidate will feel comfortable working independently with a clear understanding of project goals.

Responsibilities

- Researching new Rabbinic & Cantorial Cabinet members
- Engaging Rabbinic & Cantorial Cabinet members in meaningful J Street opportunities on a national and local level
- Managing and creating content for online communications
- Supporting the implementation of Jewish communal strategy with various chapters around the country
- Assisting the Director on assorted administrative tasks and projects

Desired skills and characteristics:

- Excellent written and oral communication skills
- Proficient in excel, and google sheets
- A strong commitment to J Street's mission
- An ability to multi-task and be detail-oriented

Organization

J Street is the political home for pro-Israel, pro-peace Americans who want Israel to be secure, democratic and the national home of the Jewish people. Working in American politics and the Jewish community, we advocate policies that advance shared US and Israeli interests, as well as Jewish and democratic values, leading to a two-state solution to the Israeli-Palestinian conflict.

J Street focuses its work in three main areas: (1) Advocating and demonstrating support for pro-Israel, pro-peace policies in Congress, the media and the Jewish community; (2) Endorsing and raising money for federal candidates who share J Street's agenda; and (3)

Educating the public and raising awareness of the Israeli-Palestinian conflict and the two-state solution.

Launched in 2008 with four staff and a limited budget, J Street is now a \$7 million organization with a national staff of 70. The organization is headquartered in Washington, DC, employing staff in 7 US cities and Tel Aviv.

The J Street family of organizations includes J Street – a 501(c)(4) nonprofit which is responsible for lobbying and advocacy; JStreetPAC – a federal political action committee that endorses and raises money for federal candidates; and the J Street Education Fund – a 501(c)(3) that works through community engagement, education and programming to advance J Street’s work.

To Apply for the Position

Interested candidates should submit the following materials by e-mail to resumes@jstreet.org with the subject line “Jewish Community Engagement Fellow”:

- 1) cover letter that explains why you are interested and qualified;
- 2) resume; and
- 3) list of two to three references.

J Street is an Equal Opportunity Employer