



WRTeen Initiative - Full Time Educator

About the Jewish Learning Lab at Westchester Reform Temple

An innovative Jewish educational program for students in Kindergarten through the 12th grade, the Jewish Learning Lab (JLL) works to advance Westchester Reform Temple's mission "to ensure the perpetuation of the Jewish people and to cultivate a love of our Jewish heritage: God, Torah and Israel." Students not only form an understanding and appreciation for Judaism and its lifelong traditions, but they also form a connection to a warm, inclusive community that enhances the learning experience.

The Jewish Learning Lab's mission is to kindle a lifelong love of Jewish learning and living in children and youth in the WRT community. In achieving this mission, the JLL aspires to:

- Support the development of a strong Jewish identity, strengthened with Hebrew language, rooted in Jewish tradition, nurtured by the study of Judaism, and guided by Jewish values.
- Create enduring and joyful Jewish memories, bringing Torah to life and inspiring Jewish dreams.
- Celebrate both the richness of our traditions and the limitless possibilities of innovation, preparing us to engage with the unique blessings and challenges of being Jewish in the 21st century.
- Foster the development of an inclusive and caring community, one that reflects the diversity of Jewish life today and is empowered to serve those in need.

Job Summary/Objective

Westchester Reform Temple will employ you as a full-time Educator and your portfolio will include a specialty area, WRTeen Programming. Your areas of focus may also be determined based on your skills and interest. Your responsibilities will also include, but are not limited to, classroom teaching, hebrew tutoring, family and parent education, social justice programming, field trips and other off-site programs, communications, administrative support, and writing articles for Synagogue publications.

Reports To: Associate Director and Director of Jewish Learning Lab

- Teach in our Jewish Learning Lab classrooms for 15 hours a week (detailed below), when the program is in session.
- When school is not in session and the office is open, your hours will be 9:00 am – 5:30 pm; Monday - Friday.

Responsibilities include:

WRTeen Programming

- In partnership with Associate Director and Director, oversee the WRTeen initiative with tasks and responsibilities including, but not limited to the following:
 - Schedule **information-gathering meetings** with teens on a regular basis
 - Build strong relationships with our WRTeen Council
 - Create vision documents with pedagogy behind programming,
 - Develop and maintain a clear **communication strategy** for the overall WRTeen initiative.
 - Develop **reporting mechanisms** to the Task Force and Board of Trustees, including a mid-year presentation.
- Act as the primary point of contact, with the Associate Director and/or Director, for the **Teen Leadership Council**.
 - Build relationships with members of the teen council.
 - Organize and facilitate a calendar of meetings
 - Guide the development of all programs (ex. Shabbat, Havdalah and other teen led events and initiatives).
 - Track and initiate all communications,
- Develop and run **Teen Social Action Activities** at least 1x per month based upon an overall vision and culture of the community,
- Plan, support and attend all **9th Grade Confirmation Track 1** experiences, in partnership with Rabbi Reiser,
- Teach and work with **8th Grade teens** 2x per month to assist in the planning of programming specifically for the 6th-8th grade cohort (at least 2-3 programs per year).
- Support of the **Rabbi's Table** initiative for 9th, 11th and 12th Grade including but not limited to:
 - Communicating with teens and parents about programming,
 - Preparing materials for classes and sessions, and
 - Order food for programming.
- Support and assist with WRT fundraising meetings and activities as appropriate.

Teen Communications (~3 hours per week)

- Design weekly Constant Contact Communications for 8th-12th Grade
- Schedule bi-weekly email reminders for all grades 8th-12th.

Teaching Responsibilities (~15 hours per week)

- Chevruta (1:1 hebrew tutoring for our learners) - 15-18 Chevruta students (30 minute sessions)
- Pre-bimah tutoring with 7th grader
- Saturday Morning 6th Grade - Parsha of the week/Chevruta as needed

Please send a resume & cover letter to jll@wrtemple.org