



POSITION TITLE:

Leadership COORDINATOR

REPORTS TO:

MACCABI TZAIR DIRECTOR

STATUS:

PART-TIME INDEPENDENT CONTRACTOR

Overview

The David Posnack JCC is seeking a passionate and dynamic Coordinator to lead and oversee Maccabi Tzair's leadership development programs: The School of Madrichim (SOM) and Madrichim in Training (MIT). The Coordinator will develop and mentor the next generation of Jewish leaders through educational programming and leadership development opportunities.

Core Responsibilities

- Lead the vision, planning, and implementation of the SOM and MIT leadership development programs.
- Recruit, train, mentor, and supervise SOM/MIT Madrichim.
- Develop and facilitate leadership training, educational content, and leadership development experiences.
- Plan and oversee seminars, workshops, field trips, graduation ceremonies, and other program-related events.
- Provide ongoing coaching and support to teen leaders while monitoring attendance, community service requirements, and leadership milestones.
- Collaborate with parents, staff, volunteers, and community stakeholders while supporting administrative functions related to program operations, registration, communication, and reporting.

Qualifications

- Experience working with teens in educational, youth movement, camp, or leadership development settings.
- Strong leadership, organizational, and communication skills, with the ability to mentor and inspire teen leaders.
- Passion for Jewish education, leadership development, and community engagement.
- Familiarity with Israeli culture and/or Jewish youth programming preferred.
- Ability to work independently while collaborating effectively with staff and volunteers.

Schedule

This is a part-time independent contractor position. The Coordinator is expected to be present for all weekly SOM/MIT programming on Saturdays from 11:00 a.m. to 7:00 p.m., participate in weekly planning meetings with the Madrichim, attend a weekly staff meeting, and meet regularly with the Maccabi Tzair Director and Operations Director. Additional availability is required for seminars, special events, field trips, and other Maccabi Tzair programs throughout the year.