Executive Director, Hillel at Brandeis University

Hillel and Brandeis University seek a dynamic, inspiring strategic leader to develop the next generation of Jewish leadership as its new Executive Director. Brandeis reputedly has the highest percentage of Jewish students among secular universities of any institution outside of Israel. It is arguably the most diverse Jewish university, drawing students from across the spectrum of Jewish life. We now seek a visionary leader who will realize the untapped potential of Hillel at Brandeis as a place where Jewish students spend their formative years and encounter a level of engagement with Jewish life that can only be possible at Brandeis. The successful candidate will use his/her stellar capacity building and community organizing skills to have a substantive impact on the Jewish community of Brandeis University, the broader campus community, and the local, national and international Jewish landscape. She/he will be a catalyst for engaging, motivating, educating and enriching Jewish life within the greater Brandeis community.

The Executive Director is responsible for leading the organization with vision and passion, engaging students, advancing its mission through effective fundraising, effectively managing staff, and cultivating lay leaders for an organization that is the focal point for Jewish life at the nation’s only university founded by the American Jewish community as a top-tier research institution open, without discrimination, to qualified students regardless of their background or beliefs. The Executive Director will work in close partnership with students, staff, the Hillel at Brandeis Board of Directors, top level donors, alumni, and University administration and faculty to grow and maintain a vibrant, meaningful, pluralistic, and financially sustainable Jewish community on campus.

The Opportunity:
There may be no two organizations as important to developing the next generation of Jewish Leaders as Hillel at Brandeis and Brandeis University. As a top-ranked institution with an alumni base that is a who’s who of Jewish leadership, as well as home to the premier faculty in Jewish studies and Jewish professional leadership training in North America, Brandeis University is poised to transform its Hillel into a flagship organization within the entire Hillel system, and a model of Jewish campus life for other universities.

From high school students and undergraduates to graduate candidates and rising scholars, Brandeis bends the arc of young lives. The result is that Brandeis produces lay and Jewish community leaders who have a disproportionate impact on the Jewish
community. They are force multipliers through their professional and congregational lives, civic involvement, and philanthropy.

Hillel at Brandeis is affiliated with Hillel International giving it access to the world-wide network of over 550 campuses on five continents. Hillel International enriches the lives of Jewish students so that they may enrich the Jewish people and the world, and envisions a world where every student is inspired to make an enduring commitment to Jewish life, learning and Israel.

The Landscape and Location:
As the University’s central address for Jewish-related programming, Hillel at Brandeis provides a welcoming and diverse environment in which students and other members of the university community can connect in a variety of ways with their Judaism. Currently located at the geographic center of campus, Hillel at Brandeis offers a variety of programs and regularly partners with different university departments and organizations. Hillel is also the umbrella organization for more than 20 student groups providing multiple entry points for leadership and involvement ranging from Shabbat experiences, Jewish holidays, Israel Week, social justice, immersive experiences, rich, diverse and pluralistic denominational prayer communities and more. Hillel at Brandeis sponsors programs across the religious, cultural and ideological spectrum at which all students are welcome, and virtually all programs which fall under its umbrella are student-driven and student directed. Hillel at Brandeis University is positioned to become an exemplary incubator for Jewish ideas, leadership and talent.

Brandeis University’s 235 acre campus is nestled in suburban Waltham, Massachusetts, about ten miles due west of Boston. Among secular universities, Brandeis is reported to have the highest percentage of Jewish students of any institution outside of Israel. It is arguably the most diverse and certainly the highest ranked university, founded by the Jewish community, drawing students of every denomination and listed among the top tier of U. S. institutions. Brandeis is home to 3,600 undergraduates and over 900 graduate students, who together hail from over 47 of the states and over sixty foreign countries. The campus is home to the internationally renowned Rose Art Museum and famously designed three chapels. Brandeis is particularly well-known for its intensive level of research and scholarship linked with a rich intellectual, artistic, and campus life.

**Job Responsibilities:**
Hillel at Brandeis’ Executive Director will be responsible for the following areas, among others:
• **Vision:** Articulate, develop, promote and implement a passionate, inclusive and meaningful vision of Jewish life at Brandeis University that matches the exceptional caliber of its community, environment and academic setting;

• **Strategy:** Create and execute the strategies and structures needed to fulfill Hillel at Brandeis’ vision. It is anticipated that the Executive Director, the Hillel at Brandeis Board and the University will partner in a strategic planning process shortly after the Executive Director begins;

• **Mentor:** Serve as a mentor who attracts and inspires students and other constituents within the University by her/his values, energy, passion, intellect, and Jewish identity;

• **Advancement:** Together with Hillel at Brandeis and the University advancement staff, create and implement a long-range development plan and near-term fundraising campaigns. Build and maintain personal relationships with major donors. Grow the Hillel at Brandeis annual budget to $1 million or more.

• **University Relationship:** Work closely with senior administration of the University to coordinate Hillel’s function as the center of Jewish life on campus and the University’s role as the United States’ preeminent non-denominational Jewish university.

• **Financial Management:** Manage Hillel at Brandeis’s financial resources to ensure operational stability and growth, draft and oversee the annual budget and implement financial reporting and controls together with the Hillel at Brandeis Board;

• **Staff Management:** Hire, supervise and evaluate Hillel at Brandeis’s staff, including their working relationships with each other as well as their commitment to and success in promoting Hillel at Brandeis’s vision and strategy for serving students. Set personnel policies, establish an appropriate work environment, and provide staff with opportunities for continuing professional training, education, career advancement and growth.

• **Student Engagement:** Facilitate, oversee and promote meaningful, exciting, engaging and pluralistic Jewish programming on campus; encourage and empower students to grow as Jewish persons and as Jewish leaders; provide, and/or ensure the availability of, pastoral care and counseling for students; work in close partnership with student leaders; ensure that Hillel at Brandeis remains a safe environment in which to discuss often challenging issues confronting the Jewish and broader community; partner with other religious groups on campus.

• **Leadership and Partnership:** Demonstrate effective leadership when partnering with Hillel at Brandeis’s core constituencies, including
students, staff, university faculty and administration, donors, alumni, Jewish communal members, and the Board of Directors. Preserve and enhance Hillel at Brandeis’s role as an integral part of Brandeis’s cultural and intellectual landscape.

Job Qualifications:

• Experience and proven achievement demonstrating Hillel’s unique Success Factors and core competencies. These include: the ability to relate to others, building of strategic relationships, leading and developing staff, understanding of the communal environment, empowering others to lead, inspiring others to act, modeling awareness and growth, nurturing Jewish growth, striving for excellence, demonstrating resiliency, and developing solutions

• Experience and comfort working with undergraduate and graduate students

• Deep commitment to pluralistic Judaism and comfort presenting as a Jewish role model and leader

• Bachelor’s degree is required, Masters or other advanced degree in a relevant field is desired

• Knowledge of the Brandeis community is a plus

First and foremost, the successful candidate for Executive Director will be an outstanding leader with proven executive and management skills. Ordained rabbis are most welcome to apply, but pastoral work will be secondary to the other responsibilities of this position.

The Executive Director will work full-time, supervise a staff team and will report to the Hillel at Brandeis Board of Directors, with collaborative reporting responsibility to the University’s Senior Vice President for Students and Enrollment.

Benefits

The Executive Director will receive:

• A comprehensive benefits package, including health insurance, Group Supplemental Retirement Annuity (GSRA), pension plan, life insurance, Long Term Disability (LTD), Flexible Spending Plan, generous vacation/sick time, and parental leave

• Competitive salary in the non-profit marketplace

• Opportunities for ongoing professional development, coaching, mentoring, and skill building

• Periodic travel domestically and abroad

• Ability to pursue coursework at Brandeis at no charge.
• Use of the Brandeis University Library, including one of the premier collections of Judaica in the world, the gymnasium and other university resources.

Start Date:
The new Executive Director will start on or about summer 2015.

To Apply:
Visit www.hilleljobs.com to apply. The search committee is being chaired by Dr. Jonathan D. Sarna. Please contact jobs@hillel.org with questions.

PLEASE NOTE: Applicants should include a cover letter and resume in one document when applying for this position. Please upload this document as a Word or PDF file. When you upload the document, the system will create an unformatted version of your resume as a snapshot in your application. The formatted version of your resume will also be attached to your application, and will be used during the hiring process.