The University of Rochester Hillel is seeking an inspiring and dynamic leader to serve as Executive Director of a growing Hillel program. Formerly a part of the Hillels of Rochester Area Colleges (HORAC) system, Rochester Hillel is led by a new independent national Board of parents, alumni, faculty and local community members and has become an indispensable partner with the University.

This is an opportunity for a talented professional to make their mark and build something from the ground up. Situated in a vibrant, intellectual and creative campus environment, the position requires innovative thinking, the skills to grow a relatively new organization and a depth of Jewish knowledge. The top candidate will be passionate about Hillel’s mission, using their infectious energy, charismatic personality, warmth and leadership skills to enrich the lives of Jewish students and set a strategic educational and organizational vision for Hillel. They will imbue Rochester Hillel with meaningful Jewish learning moments, and help guide students on a path of their own Jewish journeys.

RESPONSIBILITIES:
Serving as Executive Director is a multi-faceted position. Responsibilities are primarily, but not limited to, the following:

Strategic Planning, Vision and Leadership
- Develop, articulate and promote a dynamic and innovative vision for Jewish life in partnership with all stakeholders, including students, staff, faculty, Board of Directors, alumni, parents, and Hillel International
- Ensure high quality, professional representation of organization to external stakeholders (donors, alumni, community organization, campus administration and media).
- Infuse innovation, creativity and collaboration into planning and implementation.
- Participate visibly in the life of the University and community through attending major events.
- Ensure that Hillel is regarded as a value-added member of the University community.

Governance
- Work in partnership with the Board of Directors to ensure the successful implementation of Hillel’s strategic goals.
- Identify, engage and proactively utilize dedicated volunteer leaders committed to Hillel’s mission and vision.
- Grow the Board of Directors by helping to identify and recommend new board members.
- Provide Board of Directors with accurate reporting and the information required to make informed decisions.
- Create opportunities for the Board of Directors to engage with students, young alumni, administration and others interested in the furtherance of Jewish campus life.

Student Engagement
- Refine and implement a peer engagement strategy to connect with and enrich the lives of students not currently engaged with Hillel.
- Facilitate pluralistic Jewish programming on campus.
- Engage with and encourage students to develop meaningful Jewish experiences and connections with Israel.
- Support the building of micro-communities and providing leadership opportunities for students.
- Ensure that Hillel works cross-denominationally to encourage and promote an inclusive approach to religious expression through holiday and Shabbat observances, Jewish learning, Israel and alternative break opportunities and other related experiences.
• Serve as a Jewish educational resource for Hillel staff and student leaders and the Rochester community at large.

Financial Resource Development and Management
• Develop and implement, in close coordination with the Board of Directors and the University Advancement office, a strategic approach to sustainable financial resource development, including annual fund, major gifts cultivation, planned giving efforts, and face-to-face solicitations.
• Oversee and manage the fiscal operation of Hillel through budget planning and management processes.
• Manage application to and stewardship of foundations for grant support.

Human Resource Management
• Build and manage Hillel’s staff and ensure proper supervision, performance evaluation, and ongoing professional development including appropriate Hillel conferences and trainings.
• Create a culture of openness, honesty, integrity and equality.

Communications and Marketing
• Articulate a clear and concise message to internal and external audiences of the organization and its needs.
• Provide leadership in marketing, public relations and promotional activities both within Hillel communities, the University, and externally.
• Ensure that Hillel is portrayed professionally at all times.
• Build and maintain strong relationships, including clear and regular communication, with students, the University, parents, alumni, and donors.
• Demonstrate strong public speaking and presentation skills to connect with multiple audiences.

Professional Qualifications and Personal Qualities:
• Outstanding interpersonal skills with an approachable, energetic, and engaging personality
• Depth of Jewish knowledge and proven experience in Jewish experiential education
• Proven leadership in staff management, budget management and fundraising
• Experience working with a board of directors and donors
• Prior experience working with college students, informal/experiential education, in a pluralistic setting
• Clear and effective verbal and written communications
• Skill and comfort in a technology-rich environment, including strong social media acumen
• Ability to prioritize and manage multiple tasks with competing deadlines
• Ability to collaborate with a diverse, intelligent, creative group of stakeholders
• Ability to work flexible hours as needed to complete job requirements, including some nights, weekends, and holidays

COMPENSATION AND BENEFITS:
Salary will be commensurate with experience. A competitive benefits package will be offered.
• Health Insurance
• Group Supplemental Retirement Annuity (GSRA)
• Pension Plan
• Life Insurance
• Long Term Disability (LTD)
• Flexible Spending Plan
-Generous vacation/sick time
-Parental leave

START DATE:
Preferred start date: no later than July 1, 2015.

TO APPLY:
Please apply at www.hilleljobs.com by clicking on “Current Openings.”

PLEASE NOTE: Applicants should include a copy of their 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.

ABOUT UNIVERSITY OF ROCHESTER HILLEL
University of Rochester Hillel serves a campus community of approximately 900 undergraduate Jewish students and a large number of Jewish graduate students, faculty, and staff. Hillel’s offices are located on campus in the Interfaith Chapel with events taking place across the campus. Rochester Hillel is affiliated with Hillel International. 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.

ABOUT UNIVERSITY OF ROCHESTER:
The school’s motto, Meliora, or “ever better” challenges students to strive for excellence in all pursuits and informs the culture of the university.

The University of Rochester is one of the country’s top-tier research universities. At Rochester this means strength not only in research but also a university that is strong in liberal arts undergraduate education; professional training in the schools of business, education, medicine, and nursing; outstanding clinical care throughout its hospital and health system; and commitment to the creative arts as exemplified by the Eastman School of Music.

It houses more than 200 academic majors, more than 2,000 faculty and instructional staff, and some 9,300 students with approximately 5,000 undergraduates. Rochester remains one of the smallest and most collegiate among top research universities, with smaller classes, a low 9:1 student to teacher ratio, and increased interactions with faculty. Undergraduates come from over 45 states and 30 different foreign countries.

A Rochester student is likely to double or triple major, and it is not unusual to have students major in unrelated disciplines, such as engineering and music. The “build your own” curriculum attracts students who seek to shape their own education. Rochester’s River Campus is expanding with new academic buildings, shopping and the new “college town” that recently opened adjacent to campus. UR is the largest employer in the region and its Medical Center is nationally ranked with medical, nursing and dental schools. The Eastman School of Music is one of the top conservatories in the world and attracts top musicians to Rochester. Music permeates both campuses as well as the entire Rochester area community.
Alumni of University of Rochester include 8 Nobel Prize winners, 12 Pulitzer Prize winners, 20 Guggenheim Fellows, and a host of other top award winners.

ABOUT ROCHESTER, NEW YORK:
In 2010, USA Today named Rochester one of the top-ten college towns among mid-sized metropolitan areas. In 2007, the city of Rochester was named 6th of the top ten most livable cities in America by the Places Ranked Almanac. Rochester's city population is approximately 210,565, making it New York's third most populous city after New York City and Buffalo. It is at the center of a larger metropolitan area which is part of the Western New York region and has a population of just over a million people.

Winter sports enthusiasts can try their hand at cross-country skiing, snowshoeing, downhill skiing at Bristol Mountain, even curling. There are also plenty of places to warm up from the winter weather: the city's coffee shops, restaurants, book stores, movie theaters, and museums. For music lovers, Rochester is home to a number of concert venues, from grand theaters to a thriving club scene. Once the snow melts, Rochesterians head out to the city's parks and area lakes for some well-earned spring time recreation. Located on the historic Erie Canal and the Genesee River, and just five miles south of Lake Ontario, Rochester offers plenty of sailing, canoeing, and hiking opportunities. During the spring and summer months, Rochester's neighborhoods come alive with festivals and arts fairs, including the Lilac Festival in Highland Park, the Park Avenue Festival, the Corn Hill Arts Festival, and the Clothesline Festival at the Memorial Art Gallery.

It is not uncommon to hear local residents boast that Rochester is a great place to raise a family. People are friendly and the quality of life is excellent. Rochester is also easily accessible for visitors with the airport just five minutes from the River Campus.

ABOUT ROCHESTER'S JEWISH COMMUNITY:
Rochester maintains multiple Jewish institutions, including a JCC, Jewish day school, 12 synagogues of every denomination and a vibrant Federation. With a population of approximately 20,000 Jews, the full range of Jewish social services, learning and spiritual opportunities are available.

Hillel is an equal opportunity employer. Equal employment has been and continues to be both Hillel's policy and practice. Its policy of equal employment opportunity is to recruit, hire, train, promote, and base all other employment decisions without regard to gender, race, color, sex, gender identity and expression, national origin, age, sexual orientation, disability, or any other protected status.