



## Employment Opportunity: Family Programming Coordinator

Part Time: 8 hours per month

Contract Position: Feb-July 2019, with possibility of extension

Application Deadline: Jan 7, 2019

Start Date: Feb 1, 2019 (flexible)

Location: Toronto, ON

### Organization Overview

[Makom: Creative Downtown Judaism](#) is a grassroots Toronto community fusing Jewish tradition and progressive values through spirituality, learning and culture. Makom creates inclusive space that inspires diverse participants to explore together how Judaism can meaningfully enrich our lives.

### Position Responsibilities

The Family Programming Coordinator will advance Makom's mission of connecting diverse downtown Jewish children and families with high-quality, meaningful Jewish experiences and vibrant Jewish community. Reporting to and working closely with Makom's Founding Rabbi/Executive Director, the Family Programming Coordinator will:

- Expand the reach and deepen the impact of Makom Families programming;
- Form warm relationships with families and help them connect with Jewish life and Makom;
- Develop and run monthly programming for Makom Families;
- Plan and lead family services for occasional Shabbatot;
- Market Makom Families programs and recruit participants; and
- Maintain and expand existing community partnerships.

### Qualifications

- Passionate about connecting diverse Jews of all ages with Judaism and Jewish community
- Extensive knowledge of Judaism essential; Hebrew proficiency preferred
- Experience running Jewish educational programming
- Collaborative work ethic; excellent communication skills with parents, children, and Makom staff members
- Ability to foster a pluralistic approach to Jewish life for diverse families
- Creativity and enthusiasm to try new approaches
- Excellent professional skills – ability to work quickly, independently, and with accountability
- Attention to detail and ability to produce high-quality written and media materials

### Compensation

\$200 per month

**To Apply:** Please send your resume and cover letter to [aaron@makomTO.org](mailto:aaron@makomTO.org) by Jan 7, 2019.