



## **RABBINIC FELLOW JOB DESCRIPTION**

**Reports to:** Senior Rabbi, Associate Rabbi

**Duration:** Full time (exempt)

**Summary:** IKAR's Rabbinic Fellow is a key member of the IKAR clergy team and participates in every realm of IKAR's communal life, with particular emphases on engaging young adults and coordinating adult learning. They support members of the community through conversions, life cycle events, and pastoral moments. They help shape and implement adult and family education programs and is the main clergy member responsible for membership outreach and engagement.

### **Responsibilities:**

- **TRIBE (20s/30s) Responsibilities**

- Cultivate lay leadership;
- Meet and plan with TRIBE leaders;
- Develop and implement engagement strategy for the TRIBE demographic;
- Work with Program Coordinator to plan and staff programs and events.

- **Educational/Religious Responsibilities**

- Serve as a rabbinic presence on Shabbat and Haggim;
- Offer periodic divrei Torah during services on Shabbat and Haggim;
- Coordinate themes, activities, and hosts for Shabbat dinners;
- Organize, teach and staff adult learning programs/ house parties;
- Develop and teach adult B'nai Mitzvah course;
- Teach Limudim class weekly;
- Lead family and youth services on Shabbat and Haggim;
- Work with B'nai Mitzvah students on crafting divrei Torah;
- Lead and teach at Wednesday morning minyan and midrash every other week;
- Complete special projects as needed.

- **Pastoral Responsibilities**

- Officiate at lifecycle rituals (baby namings/brises, weddings, funerals, shiva minyanim, B'nai Mitzvah);
- Offer pastoral care to community members, including following up after a loss or major life event;
- Manage clergy hesed tracking;
- Serve as on-call clergy for hospital and lifecycle needs;
- Support and sponsor members preparing for conversion;
- Provide counseling and referrals for social services.

- **Engagement Responsibilities**
  - Meet with new members;
  - Contact members on their birthdays;
  - IKAR PODs;
  - Work with IKAR team to strategize around membership outreach (including IKAR Pods);
  - Connect with prospective members.
- **Organizational Responsibilities**
  - Participate in staff meetings;
  - Help develop and implement holiday programming;
  - Attend and serve as alternate rabbinic presence at Minyan Tzedek events;
  - Attend community events.
- **Jewish Emergent Network Responsibilities**
  - Attend seven site visits over the course of the fellowship term;
  - Cooperate with Network evaluators to provide feedback and reporting;
  - Take active role in Network curriculum trainings, calls, and reporting.

**Qualities Required:**

- Deep knowledge of Torah;
- Ability to interact in an open and compassionate way with a wide variety of people;
- Embodies the values of IKAR in personal and professional life;
- Ability to interact with all staff members with kindness and integrity;
- Team player who values and thrives on collaboration and is driven by inspiration;
- Ability to manage people and give feedback in a productive and kind manner;
- Self-starter with the ability to work independently as well as collaboratively;
- Affinity for inspiration driven management;
- Good sense of humor and sense of irony;
- Ability to trust their instincts.