



**TITLE: Head of Israeli Education & Jewish Programming**  
**REPORT TO: Director of Program Development & Israeli Innovation**

Neil Klatskin Summer Camps in Tenafly, New Jersey is looking for a Jewish Education and Program Coordinator

**SCHEDULE:**

- Monthly planning meetings, coaching sessions, and webinars from January-June
- Family Meet & Greet June 21<sup>st</sup> from 9am-2pm
- Open House February 8<sup>th</sup> and April 24<sup>th</sup>, Staff Orientation (June 7, 8, 15-17), Staff meetings, Interactive Nights and additional programs as needed prior to and during camp.
- June 22-August 14, 8:30am- 4:30pm, Monday-Friday
- Camp Staff Meetings every Thursday from 5:15pm-6:30pm during the 8 weeks of camp

**RESPONSIBILITIES:**

- **Meetings:** Attend and participate in monthly planning and staff meetings from January-June.
- **Planning:** Plan and prepare Israeli Education and Jewish Programming, including curriculum, activities, and special events
- Coordinate resources, staff, and materials to ensure program readiness
- **Weekly Themes:** Develop, plan and implement Jewish-themed weekly educational programming that aligns with the camp's mission and values.
- **Head of Israeli Education and Culture:** Work together with our Israeli Culture Specialist to provide a program that introduces and celebrates Israeli culture and education, including language (basic Hebrew phrases), Israeli games, food, traditions, and special events to immerse campers in Israeli heritage.
- **Shabbat Celebration:** Create, plan, and execute a weekly camp wide Shabbat celebration. Collaborate with staff to ensure a joyful and inclusive Shabbat experience for all campers, regardless of their level of observance.
- **Music & Dance:** Work with song leaders and dance instructors to bring Jewish music and dancing into the camp's daily life.
- **Programming & Events:** Work closely with the camp leadership and other program coordinators to ensure that Jewish culture and education is seamlessly incorporated into camp wide events, traditions, and special activities.
- Evaluate the season and share suggestions for the following season.

Other Duties as assigned.

**REQUIREMENTS:**

- Strong background in Jewish education and passion for Jewish culture, traditions, and values.
- Experience working in a camp setting or with children in a similar environment.
- Excellent organizational and leadership skills.
- Ability to create fun, engaging, and educational programming.
- Strong interpersonal and communication skills.
- Proficiency in Hebrew and knowledge of Israeli culture is a plus.

**Salary Range \$6K-8K. Salary Commensurate with experience.**

Please send resumes to: Melissa Peters, Director, Camp & Youth Engagement, [Mpeters@jccotp.org](mailto:Mpeters@jccotp.org)

EOE

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