

Job Posting: Student Life Coordinator

Frankel Jewish Academy (FJA) is currently accepting applications for the 2017-2018 school year for Student Life Coordinator to plan, organize and implement all extracurricular and experiential education opportunities. We are seeking candidates with a commitment to Jewish practice and academic training in Jewish Studies. Both a university Jewish studies background and a yeshiva/seminary background are highly desirable. A solid foundation in Hebrew language is required.

FJA is a high school offering a dual curriculum of college-preparatory general studies and classical text-based Jewish studies. The school, which operates within a framework of Jewish law, draws its student body from Conservative, Orthodox, and Reform backgrounds to learn together in an open, tolerant, religious environment.

Candidates will be creative and plan whole school activities to enhance the Jewish Festivals, and Israeli national events. They will be dynamic and create comfortable and positive Shabbat experiences for students of all background. This position requires skills to work and lead students, teachers, and parents. Applicants should have a dynamic presence able to work with small and large groups as well as being organized, efficient and able to multitask. A background in informal education is highly desirable, as well as experience in motivating and leading Jewish teenagers. This position is also responsible for general student activities including our all school assemblies, dances, student trips (including student Israel trip), clubs, senior events, student government, spirit week, and coordinating with outside agencies to bring creative and educational programming to our students.

FJA offers a warm and supportive working environment and competitive salary and benefits. We provide exceptional, nationally recognized support and mentoring for new teachers, as well as extensive professional development opportunities for all faculty. Frankel Jewish Academy is a professional learning community where all teachers are expected to be ongoing learners. FJA strongly supports the development and growth of each member of its professional teaching staff. From establishing standards and benchmarks, to coaching web literacy, to providing up-to-date technology to enhance the classroom experience, Frankel Jewish Academy is committed to hiring and retaining teachers suitable to its mission and to providing the necessary support so that honing one's craft becomes an integral part of a teacher's professional life.

Prospective candidates must:

- Have experience running school programs.
- Be organized.
- Know how to motivate and lead students.
- Have had classroom experience and be prepared to teach or sub as needed.
- Have a strong background in Jewish Studies and have at least bachelor's degree in relevant fields. A master's degree is preferred.
- Uphold the professional standards at FJA.
- Support the religious mission of the school.
- Ability to communicate effectively, orally and in writing, with parents, staff, and students.
- Strong written, verbal, and interpersonal communication skills.

If you are interested in applying, please email your resume, cover letter, and references to employment@frankelja.org. In the subject title, please write "Student Life Coordinator"

Frankel Jewish Academy is a non-profit private secondary academy. We are an equal opportunity employer and are committed to the belief that each individual is entitled to equal employment opportunity.

To find out more about our school, log on to <http://www.frankelja.org>.