Executive Director
Albany/Schenectady Jewish Community Centers

The Jewish Community Centers (JCCs) of Albany and Schenectady, NY seek a dynamic and skilled leader to serve as Executive Director.

ABOUT THE POSITION:
Located in the beautiful Capital Region of New York State, the Albany and Schenectady JCCs provide opportunities for residents across our area to enjoy recreational, educational, cultural, and social activities. Our programs and activities are rooted in Jewish values, ethics and traditions; they explore Jewish culture and customs, foster learning, inspire engagement, promote health and wellness and support the building of relationships among diverse community members of all ages, backgrounds and religions.

Through our newly developed Shared Services Agreement, the Executive Director of the Albany and Schenectady JCCs will provide leadership, direction, advice and guidance to best manage the shared services environment so that we maximize our effectiveness within and across the communities we serve.

The new Executive Director will lead all aspects of our complex multi-site operations, community engagement, resource development, financial and strategic growth initiatives. With overall responsibility for the operations of the JCCs, the Executive Director must balance these business needs with a focus on the advancement of the Centers’ mission and vision.

The scope of work will include management of human resources, staff development, administration, organizational and strategic planning, financial management, risk management, operations, board engagement, member and community relations, fund development and donor stewardship. S/he is expected to actively build and strengthen relationships with funders, donors, synagogues, other Jewish communal agencies and partners to secure our short and long-term sustainability and growth.

The Executive Director will serve as the primary spokesperson for the JCCs, and must have the judgment, communication skills, knowledge and experience necessary to carry out this responsibility across a wide array of subjects and circumstances.

SKILLS & QUALIFICATIONS:
We seek a forward thinking, dynamic leader whose experience, creative energy, outstanding interpersonal skills, integrity and positive vision will help shape the strategic direction and impact of both JCCs. Our ideal candidate is a leader who is inspired by our unique role in enhancing the lives of individuals and families in our Jewish Community and the Community at large. S/he must be a person who excels at engaging and managing diverse stakeholder input, and stimulates innovation.

The successful candidate will have the character and positive leadership skills needed to motivate others to embrace teamwork and build effective collaborations. S/he will bring a track record of leading complex organizations and promoting a compelling vision of excellence reflective of Board priorities. Experience in developing and or leading organizations utilizing Shared Services Agreements is preferred.
• A BA or BS degree is required. An advanced degree in Business, Public Administration, Social Work, Jewish Communal Services or other appropriate field is desirable.
• A knowledge and understanding of Jewish holidays, traditions and culture is required.
• Management experience with understanding and involvement of the working of the Jewish Community.

ABOUT THE ALBANY-SCHENECTADY AREA:
Our region appeals to people at all stages of life and offers a wonderful mix of urban, suburban and rural areas. As the Capital of New York, our region offers a great quality of life and a family friendly lifestyle. Our affordable housing, award winning school districts, great leisure and robust arts and culture scene offer something for everyone at every age.
Outdoor beauty abounds and there are endless opportunities to enjoy year round world-class outdoor recreation activities. Situated within an hour drive of the Adirondack, Berkshire and Catskill mountains the scenery is breathtaking and enjoyable whether you’re out for a leisurely stroll or prefer skiing, hiking, cycling, kayaking or fishing. For those interested in enjoying some city life, Albany, Schenectady, Troy and Saratoga offer great restaurants, museums, arts and other cultural opportunities, as well as easy access to NY City, Boston and Montreal.

EQUAL OPPORTUNITY EMPLOYER:
We provide equal employment opportunities to all applicants and employees without regard to race, color, religion, gender, sexual orientation, gender expression, age, alienage or citizenship status, creed, genetic predisposition or carrier status, national origin, disability condition, marital status, status as a disabled or Vietnam era veteran, or any other protected characteristic as established by law. In addition, we affirmatively seek to advance the principles of equal employment opportunity as it applies to all policies and procedures relating to recruitment and hiring, compensation, benefits, termination, and all other terms and conditions of employment.

HOW TO APPLY:
Interested candidates are encouraged to send their cover letter and resume to:
Eileenm@schenectadyjcc.org