

United Synagogue Job Description



JOB TITLE	Rabbi
LOCATION	Hadley Wood Jewish Community
WORKING HOURS	Full-Time
SALARY	Depending on experience
REPORTS TO	The Chairman of the Board of Management
BENEFITS	25 days holiday, plus Bank Holidays and Jewish festivals when they fall on a normal working day; Ride-to-Work Scheme; Auto-Enrolled Pension
JOB PURPOSE	To provide religious, spiritual, pastoral and educational leadership to the community, and to lead the growth of the community
ECCLESIASTICAL AUTHORITY	The Chief Rabbi

About us

- Our vibrant and flourishing community started twenty-five years ago, meeting in homes around Hadley Wood. Originally, we were an offshoot of Cockfosters and N Southgate Synagogue, but we became an independent member of the United Synagogue in 2012. The successful candidates will be our fourth Rabbinic couple.
- We have had our own permanent home in Hadley Wood since 2002. In 2018, we completed a full rebuild of our shul and now benefit from outstanding, purpose-built, modern facilities.
- We are known for our welcoming, intimate, and friendly environment, with an outstanding community spirit and a shared understanding of our aims and objectives.
- Despite varying levels of religious observance within the community, we have one of the most engaged memberships within the United Synagogue. As an example, with ~250 members, we regularly have 60 attendees on Shabbat morning.

About you

- You are an innovative, inclusive, and inspirational Rabbinic Couple who are excited about the opportunity to lead and develop our special community in Hadley Wood. You are strong communicators, organised, and focused on driving results.
- You are either an exceptionally high-potential and mature 'first time' community Rabbinic Couple, or a Rabbinic Couple who have benefited from experience in other communities.
- As Rabbi, you are prepared to make a full-time commitment although there might be time for other activities or studies. As Rebbetzen, you are available to work part-time (we can be flexible on number of core hours required). We are fully open to discussing how we can construct roles for each of you that meet the community's needs while respecting your other work or other commitments.
- Even if you didn't grow up or train in the United Synagogue, you 'know your way around' a United Synagogue community and its services, norms etc.
- You are willing and happy to live in Hadley Wood. For the period of time that you're with us, you're committed to building a life here, to making your home here, and to thriving here.

About our opportunity

- Compensation: we are fortunate to be able to offer a very competitive compensation package, aimed to attract top candidates and to reward them accordingly.
- Accommodation: next door to the shul and connected via the garden, we provide a beautiful detached, four-bedroom house with a recently re-designed and landscaped garden, and ample off-street parking. The house is a 5 minute walk from Hadley Wood mainline station, with regular and quick connections to Finsbury Park, Kings Cross, and Moorgate.
- Benefits: 25 days' holiday, plus 8 public holidays; auto-enrolled pension.

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Role profile in detail

Key objectives

- We'll be looking for you to have an impact on our community in three primary ways:
 - building a close and meaningful relationship with existing members;
 - enhancing our existing programs of services, learning, events and activities; and
 - recruiting new members, particularly more observant members.

Note: some of the role requirements below are duplicated on the job description for the Rebbetzen. Outside of the core religious duties which can only be conducted by the Rabbi, we accept that each couple may choose to divide other responsibilities differently according to their other commitments. We would expect to discuss this in detail with leading candidates to ensure we can balance HWJC requirements with any other work commitments that the couple has.

Our services

- You will play a full part in all religious services in the synagogue on Shabbat and Yom Tovim; leading services as required, including leyning every week, maintaining the customs and practices of the United Synagogue relating to services, and ensuring that all services are conducted in accordance with the requirements of the lay leadership, acting within the by-laws of the United Synagogue.
- You'll seek to ensure that services are welcoming, vibrant and inclusive to regular and irregular attendees and visitors. Within permitted halachic boundaries as defined by the Court of the Chief Rabbi, you will ensure that our religious services are as welcoming and accessible as possible to female members.
- You'll deliver sermons on Shabbat and Yom Tovim that educate, inform, challenge, and inspire members of the congregation.
- You'll officiate at life events for members (Bar and Bat Mitzvot, weddings, levayas, shivas and tombstone consecrations) whenever required.

Our community

- You'll ensure that all chagim are celebrated vibrantly and inclusively as a community by taking an active and leading role (in coordination with the HWJC Board of Management) in making arrangements, including services for the Yamim Noraim, Chanukah and Purim parties, communal Seder etc.
- You'll develop and implement religious, educational and social programmes for the children and teenagers of the community, including taking full responsibility for the running and curriculum of our after-school Cheder program, including playing a teaching role yourself and arranging additional teaching staff as needed.
- You'll take an active and leading role in formulating and delivering programmes of an educational nature for the general adult membership of the community, designed to broaden and deepen their knowledge and commitment to a broad spectrum of Jewish knowledge, understanding and activity.
- You'll lend special focus to the 'Under 50 / Young Families' population to ensure that, through a variety of means including our successful Young Families Friday Night dinners, we engage that population to provide future leadership of the community.
- Within permitted halachic boundaries as defined by the Court of the Chief Rabbi, you will encourage and teach women in religious practice.
- You'll work with our designated Board member to enhance our community's presence online, perhaps using your own social media presence as a way to attract new members to, and engage existing members with, shul activities.
- You will participate, where possible, in the social activities of the community.
- Balancing community responsibilities with your need for family time and privacy, you'll entertain Hadley Wood members on Friday nights and for Shabbat lunch regularly (at least 3 meals per month).

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General

Note: This job description and person specification is not prescriptive. It seeks to outline the key responsibilities of the post, but is not an exhaustive list. Objectives and deliverables will be discussed on an ongoing basis between the post holder and their line manager.

- You will act as the authority on religious issues for Hadley Wood Jewish Community within the limits set by Halacha and the United Synagogue constitution.
- In conjunction with the relevant committee of the Board of Management and the lay leadership, you will actively and enthusiastically represent the synagogue to its members in a pastoral capacity, attending to the religious, spiritual and emotional needs of members of the community and their families at all times.
- You will support and encourage members of the community in developing greater knowledge and understanding of Judaism, Halacha, Jewish traditions and practice, and Israel, through acting as a role model and through dialogue, education and personal involvement.
- In conjunction with the Board of Management, you will be involved in developing and implementing the strategy of the synagogue, aimed at covering the next 3-5 years of our growth.
- You are committed to the aims of the United Synagogue and to acting as an ambassador for the organisation
- You will comply with The United Synagogue's policy and procedures and code of expectations
- You will bring to the attention of senior staff any health and safety requirements, which become obvious. In the event of any immediate danger, you will take the appropriate action to reduce risk to physical danger to employees, members, contractors, volunteers, children, parents, visitors or staff
- You will work collaboratively with other colleagues across the organisation to ensure the United Synagogue can achieve its vision, mission, and strategy
- You will undertake appropriate training as requested by your line manager in conjunction with the Human Resources Department, and you are committed to your own continuous professional development
- This Job Description is subject to alteration in response to the changes in legislation or The United Synagogue's operational procedures
- Due of the nature of the work for which you are applying, this post is exempt from the provisions of Section 4(2) of the Rehabilitation Act, 1974, by virtue of the Rehabilitation of Offenders Act, 1974, (Exceptions) Order 1975
- Accordingly, a valid and current enhanced Disclosure and Barring Service (DBS) certificate (formerly CRB) that is satisfactory to the United Synagogue will be required; please ensure that you complete the United Synagogue Application Form Part 2 appropriately

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Personal profile - Rabbi

Education

You have:

- Semicha acceptable to the Chief Rabbi (essential)
- A secular degree/qualification (desirable)
- A valid, clean driving licence
- A valid and current enhanced Disclosure and Barring Service (DBS) certificate

Experience

Depending on the stage of experience you are coming to us with, you may have gained valuable experience through:

- Previous community experience as a Rabbi or Rabbinic Intern
- Pastoral work
- Teaching experience (with children, young people and adults)
- Additional personal and professional development
- Previous professional or academic experience driving your understanding of the secular world
- Design and delivery of successful outreach program

Skills and competencies

You are:

- An outstanding communicator, both in writing and orally; you can deliver inspiring and educational sermons
- A skilled listener, able to empathise with your community members
- Hard-working, organised and punctual; you manage your own time, multi-task and deliver to commitments
- A proficient and instinctive user of technology, including email, Microsoft applications and social media; you have a vision for how to use technology and social media in a cutting-edge way (by synagogue standards!) to drive community cohesion and engagement.
- Approachable, warm and welcoming, with good social skills and high emotional intelligence
- Focussed on confidentiality, professionalism and discretion in all of your dealings
- Friendly and outgoing; you enjoy connecting and socialising with people
- Innovative, enthusiastic and passionate; you inspire others to contribute
- Fully embracing of a traditional / modern orthodox philosophy and practice as set out by, and under the authority of, the Chief Rabbi
- Passionate about encouraging and reinforcing the community's identification with the State and people of Israel
- Tolerant and non-judgmental; you acknowledge other views and belief systems within and external to Judaism.

Your personal characteristics, skills and competencies mean that you can:

- Relate to, respect and value our entire community, regardless of their level of observance or commitment
- Manage a virtual and voluntary team: delegate tasks, supervise delivery, and make use of community resources where appropriate. Where required, work side-by-side together with the lay leaders of the community
- Lead, engage and inspire people of all ages in the traditional/modern orthodox approach to life and belief
- Lead services where required and leyn every Shabbat
- Offer meaningful spiritual comfort and counsel to those in need, working closely with the community's Chesed team (known as 'Awareness')
- Develop educational programmes for all ages and at all levels
- Understand budgetary constraints and parameters when planning events
- Use your relationships and charisma to successfully raise funds on behalf of the shul
- Work collaboratively with other United Synagogue communities, schools, and with the wider, non-Jewish community.