



## United Synagogue Job Description

<b>JOB TITLE:</b>	Rabbi
<b>LOCATION:</b>	Birmingham Central United Synagogue
<b>WORKING HOURS:</b>	Full Time
<b>SALARY:</b>	Salary depending on experience - plus attractive accommodation
<b>REPORTS TO:</b>	Chair - Birmingham Central United Synagogue
<b>BENEFITS:</b>	25 days' holiday, plus Bank Holidays Ride-to-Work Scheme Auto-Enrolled Pension

### **JOB PURPOSE:**

To provide religious and spiritual leadership to Birmingham Central United Synagogue.

### **DUTIES & RESPONSIBILITIES**

#### 1. Primary Role

To lead, inspire and develop the members in their knowledge and practice of Judaism. In addition, the Rabbi will be a pivotal element in attracting new members to the Synagogue and will encourage children, teenagers, and young adults to enhance their connection with the Synagogue.

#### 2. Service Responsibilities

- To play a full part in and attend all religious services in the Synagogue including leading services as required, to maintain the customs and practices of the Synagogue relating to services, and to ensure that all services are conducted in accordance with the reasonable requirements of the lay leadership. The ability to leyn would be desirable although not essential.
- To officiate at Bar and Bat mitzvoth, weddings, funerals, shivas and tombstone consecrations.

- To deliver sermons on Shabbat and Yom Tov that educate, inform, challenge, and inspire members of the congregation; they should be prepared, well delivered, topical, engaging, and motivational sermons with a clear central message.
- To ensure there is a daily minyan for all services, taking the lead working with the lay leadership and encouraging members to support services.

### 3. Pastoral Role

- To 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 including, as part of the pastoral care team, visiting the elderly/sick who are hospitalised or at home.
- To play an active role in tending to the social and welfare needs of members of the community.

### 4. Education Role

- To give a D'var Torah after Shacharit and Mincha/Maariv services and such other occasions as agreed with the Chair of Religious Affairs subcommittee.
- To engage with all pre-Bar/Bat mitzvah youth and their families in advance of the celebrations and to share with them the religious significance of this event.
- To 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. This should include proactive initiatives to move the community forward religiously at a pace suitable for the membership.
- To develop and implement youth and children's services, religious, educational and social programmes for the children and teenagers of the community.
- To work with the Rebbetzen (if part of Rabbinic Couple) and become a focal point for the women of the community proactively engaging on religious, educational and social activities.
- To 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, for example, delivering regular Shiurim to various groups.

### 5. Religious authority

To act as the authority on religious issues for Birmingham Central United Synagogue within the boundaries set by the Court of the Chief Rabbi.

## 6. Israel

To be a committed Zionist and to encourage and reinforce the community's identification and links with the State and people of Israel through personal commitment and involvement at both a communal and religious level.

## 7. General

- To work with the lay leadership in delivering the strategic plan for the development of the community.
- To play a prominent and visible role in the social, cultural, charitable, educational and welfare groups and activities within the Synagogue.
- To proactively welcome new families and members.
- To provide Shabbat and Yom Tov hospitality.
- To meet with the Chair of the Religious Affairs subcommittee as required.
- To attend Executive and Council meetings when required.
- To represent Birmingham Central United Synagogue Community at appropriate forums within the local and wider Jewish and non-Jewish community as and when required.
- To represent Birmingham Central United Synagogue in local inter faith work.
- To interact with and encourage the active participation of students attending Birmingham Central United Synagogue and to ensure they feel welcomed and involved.
- To be a member of the Representative Council of Birmingham and West Midlands Jewry and actively participate in and attend its meetings.
- To be responsible for Kashrut of the Synagogue's own functions and to arrange and sometimes undertake Shomer duties when required.
- To operate at all times with the highest ethical standards, while having the empathy, patience, and resilience of a professional leader.
- At all times to uphold, maintain, and enhance the ethos of Birmingham Central United Synagogue.

**PERSON SPECIFICATION**

The person to be appointed to this post should be able to demonstrate the following:

Essential	Desirable	Comments
<p><b>Education</b></p> <ul style="list-style-type: none"> <li>• Semicha acceptable to the Office of the Chief Rabbi</li> </ul>	<ul style="list-style-type: none"> <li>• Graduate</li> </ul>	
<p><b>Aptitude/skills</b></p> <ul style="list-style-type: none"> <li>• Lead services</li> <li>• Ability to deliver meaningful sermons, to a diverse audience</li> <li>• Motivate and lead members and potential members towards active engagement in community life and a greater commitment to religious observance</li> <li>• Ability to offer meaningful, spiritual comfort to those in need</li> <li>• Working with existing pastoral care team</li> <li>• Good communication skills</li> <li>• Full and clean Driving licence</li> </ul>	<ul style="list-style-type: none"> <li>• Leyning</li> <li>• Computer literate</li> <li>• Written communication skills</li> </ul>	<p>In sermons and educational activities, to adapt the message to be challenging and stimulating.</p>
<p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Previous communal experience</li> </ul>	<ul style="list-style-type: none"> <li>• Counselling</li> <li>• Pastoral work</li> <li>• Educating young people and adults</li> </ul>	

<p><b>Personal qualities</b></p> <ul style="list-style-type: none"> <li>• Approachable</li> <li>• Excellent time-keeping</li> <li>• Discrete</li> <li>• Organised</li> <li>• Innovative</li> <li>• Self-motivated</li> <li>• Warm and hospitable</li> <li>• Sympathy, warmth and empathy</li> <li>• Confident</li> <li>• Enthusiastic</li> <li>• Able to organise others</li> <li>• Use of initiative</li> <li>• Courteous</li> <li>• Friendly, outgoing</li> <li>• Flexible</li> <li>• Loyal</li> <li>• Professional</li> <li>• Good judgement</li> </ul>	<ul style="list-style-type: none"> <li>• Diplomatic</li> <li>• Sense of humour</li> </ul>
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**GENERIC DUTIES**

- Committed to the aims of the United Synagogue and act as an ambassador for the organisation
- Comply with The United Synagogue’s policy and procedures and code of expectations
- Bring to the attention of senior staff any health and safety requirements, which become obvious. In the event of any immediate danger, to take the appropriate action to reduce risk to physical danger to employees, members, contractors, volunteers, children, parents, visitors or staff
- Work collaboratively with other colleagues across the organisation to ensure the United Synagogue can achieve its vision, mission, and strategy
- Undertake appropriate training as requested by your line manager in conjunction with the Human Resources Department and be committed to own continuous professional development
- Carry out any other reasonable duties as requested by the Chief Executive or other designated senior staff/undertaking such other duties that occasionally fall within the purpose of the post
- Maintaining high levels of discretion and confidentiality at all times
- This job description and person specification is not prescriptive; it merely outlines the key tasks and responsibilities of the post and the key tasks and responsibilities are subject to change, any changes will be made in consultation with the post holder
- 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