## Whitefield Hebrew Congregation Job Description

**JOB TITLE:** Rabbi

**LOCATION:** Whitefield Hebrew Congregation

**WORKING HOURS:** Full Time

**SALARY:** Salary depending on experience - plus generous local housing allowance

**REPORTS TO:** President - WHC

**BENEFITS:** 25 days’ holiday, plus Bank Holidays

 Auto-Enrolled Pension

**JOB PURPOSE:**

To provide religious and spiritual leadership to Whitefield Hebrew Congregation.

**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 people of all ages to enhance their connection with the Synagogue. The Rabbi working in partnership with the Rebbetzen, will want to be a valuable, integral part of the community, and be a warm and tolerant individual who understands the needs of the community and is inclusive and welcoming to all members**.**

1. Service Responsibilities
* To play a full part in and attend all religious services in the Synagogue including leading services as required, 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 with a clear central message.
* Encourage and engage members to support services and to help develop the daily minyanim.
1. Pastoral Role
* To conduct all pastoral duties with enthusiasm and professionalism and to attend to the religious, spiritual and emotional needs of members of the community and their families including, but not limited to, 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.
1. Education Role
* To teach Torah to all members of the community wherever appropriate, this will include developing and implementing educational programmes for all segments and demographics within the community.
* Establish and follow a structure of engagement for pre and post bar and bat-mitzvah youth and their families.
* 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 manage the implementation of educational programmes for all demographics in the community.
* To offer and engage in Chatan classes
1. Religious authority

To act as the authority on religious issues for Whitefield Hebrew Congregation within the boundaries set by the Court of the Chief Rabbi.

1. Israel

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.

1. 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 attend Executive and Council meetings when required.
* To represent Whitefield Hebrew Congregation at appropriate forums within the local and wider Jewish and non-Jewish community as and when required, and in general local interfaith work.
* To take overall responsibility for Kashrut of the Synagogue’s own functions.
* To operate at all times with the highest ethical standards, while having the empathy, patience, tolerance and resilience of a professional leader.
* At all times to uphold, maintain, and enhance the ethos of Whitefield Hebrew Congregation.

**PERSON SPECIFICATION**

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

|  |  |  |
| --- | --- | --- |
| **Essential** | **Desirable** | **Comments** |
| Education* Semicha acceptable to the Office of the Chief Rabbi
 | * Degree level qualification or equivalent
 |  |
| Personal qualities and skills* Lead services
* Ability to deliver meaningful sermons to a diverse audience
* Ability to offer meaningful, spiritual comfort to those in need
* Ability to work with existing pastoral care team
* Excellent communication skills
* Good judgement
* Excellent people skills,
* Friendly, warm and non-judgmental disposition.
* Situational flexibility
* Welcoming, approachable and inclusive.
* Willingness to use social media
* Ability to work as part of a team with professional staff and lay leaders
* Able to relate to members whatever their knowledge and observance
* Self-motivated
* Diplomatic
 |  * Leyning
* Computer literate
* Written communication skills
* Full and clean Driving licence
* Good sense of humour
* Pleasant singing voice
 | In sermons and educational activities, to adapt the message to be challenging and stimulating. |
| Experience* Some previous communal experience
* Pastoral work
* Educating young people and adults
 | * Considerable previous communal experience
 |  |