



## **Interim Director of Membership and Community Engagement**

Holy Blossom Temple is seeking an Interim Director of Membership and Community Engagement to cover a parental leave. The Director of Membership and Community Engagement serves as a member of the senior leadership team, is responsible for all membership growth and retention strategies, and for building community engagement. This position reports to the Executive Director, works closely with clergy, professionals, and volunteers, and jointly supervises the Manager of Member and Donor Services with the Executive Director and additional temporary summer employees.

### **About Holy Blossom Temple**

Holy Blossom Temple is a leading Canadian Reform Jewish congregation with a rich history of responding to both tradition and modernity in our religious and spiritual expression. We pursue meaningful opportunities for personal growth and family fulfillment at every stage of life through belonging, learning, prayer and ritual, and acts of service for our congregation and community, our city and country, the Reform movement, Israel and all the world.

### **Responsibilities**

- Manage yearly membership renewal process, including data management with our Salesforce-based CRM and personal outreach and connection with members
- Source of knowledge and support in helping members navigate the Temple, serve as the face of Holy Blossom to prospective members
- Oversee new member orientation and welcoming
- Lead racial equity, accessibility, diversity and inclusion initiatives
- Organize volunteer engagement, facilitating matching volunteers with open opportunities and developing new opportunities
- Professional lead for HBTogether, the small group initiative to create and build community among members
- Provide data analysis about member demographics, satisfaction, engagement, and retention
- In partnership with our Principal of Youth Education and Family Engagement, support students and families with accessing financial assistance

### **Qualifications**

- Bachelor of Arts/Bachelor of Science in related field or equivalent experience

- Three or more years of experience in a relationship-driven environment
- Exceptional attention to detail and excellent analytical skills, with equally strong ability to determine priorities and manage high workload
- Ability to quickly build rapport and develop effective relationships with current and prospective members
- Discretion and empathy with confidential conversations concerning both personal and financial information
- Familiarity with Jewish life and culture
- Personable and professional phone demeanor
- Comfortable working and leading in a hybrid working environment, with excellent technological skills including proficiency with Office 365 and Salesforce or a similar CRM system

### **Additional Information**

- This is a full time temporary position from January 4, 2022-October 28, 2022
- Salary range for this position is \$60,000-\$70,000 annually, commensurate with experience
- This position requires planned evening and weekend work for opportunities to connect with the community

### **To Apply**

Please submit your resume and cover letter to [employment@holyblossom.org](mailto:employment@holyblossom.org) with the subject line: “Director of Membership and Community Engagement” by **4:00pm on Monday, November 15, 2021**. The interview process will commence immediately with qualified candidates. No phone calls please. While we wish to acknowledge all applicants, only those selected for an interview will be contacted.

*Holy Blossom Temple values the diversity of people and communities and is committed to excellence and creating an anti-racist, inclusive and equitable Jewish space, including with the following statement unanimously supported by the Holy Blossom Temple Board of Directors: <https://holyblossom.org/no-silence-on-race/>*

*Systemic inequalities in hiring have caused women, people of color, LGBTQIA+ folks, and other structurally marginalized group to apply to jobs only if they meet 100% of the qualifications. We encourage you to break that statistic and apply.*

*Holy Blossom Temple welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.*