



Position Overview: Religious school assistant

We're hiring enthusiastic people who love being around a bustling group of children and adults to be on our religious school team this fall! Our innovative learning community, Kehillah (community), helps learners learn on Jewish time, meeting Saturday mornings for toddlers through 6th grade. At Kehillah on Shabbat mornings, learners create community, pray together, and explore Judaism to support them in their lives right now through a Reconstructionist approach.

We're hiring an assistant to ensure smooth operation of our program on Saturday mornings. We want you to be a part of our team!

What You'll Do:

- Ensure everything runs seamlessly during religious school sessions (Saturdays 9:30 am – noon)
- Greet people and answer questions
- Complete general office tasks such as tracking attendance and assisting the religious school team with supplies, materials, and copies
- Communicate with learners, parents, and teens who work in the office
- Support learners who come late, leave early, or need some TLC after a playground bump or with a tummy ache
- Help with setup and cleanup before and after each session

We're Looking for People Who:

- Showcase strong organizational and computer skills
- Enjoy being around children and teens
- Embrace the diversity of our community, including race, income, sexual orientation, gender expression, disability, and interfaith/multifaith status
- Are dependable and can communicate effectively with learners, families, and staff

Details and Why You'll Want to Work Here:

- Our team is a reflective, supportive community, with opportunities to interact with friendly, enthusiastic children and families. Our Director of Education is known for supporting her team and creating an enthusiastic, close-knit group.
- Pay begins at \$25/hour and is commensurate with experience above that rate.
- The school year includes approximately 25 Saturday sessions from September 2024 to May 2025. Hours on Saturdays will be 8:45 am – 12:45 pm.

Who We Are:

The Jewish Reconstructionist Congregation (JRC) in Evanston, Illinois, is a diverse, participatory, and sacred community dedicated to a daring and deeply rooted Judaism. We're known for our progressive approach to creating Jewish community. Our congregation is imbued with joyful spirituality and intellectual curiosity. We're deeply committed to inclusivity and social justice. Our congregation is diverse as the American Jewish community, including many interfaith families, people of color, LGBTQ+ members, and a wide variety of Jewish practice. Our building was the first LEED-certified house of worship in North America.

We strongly encourage applications from candidates reflective of the communities JRC serves, including BIPOC/People of Color, those in interfaith relationships, members of the LGBTQIA+ community, people with disabilities, and individuals with varied identities and backgrounds, including Sephardic and Mizrahi Jews.

To Apply:

Please email your resume and why you're interested in this position to Director of Education Lauren Reeves at LReeves@jrctogether.org. Successful candidates will be contacted for interviews.