

**Jewish Education Manager (Part-Time - full time ~30-37.5 hours/week)**

**ABOUT THE JCC EAST BAY**

The JCC East Bay values hachnasat orchim (providing a welcoming home) for people of all ages and life stages. Inspired by Jewish values, culture, and tradition, we build relationships, foster learning, and offer accessible pathways to Jewish life through programs for children, teens, families, adults, and older adults. After decades of operating our suite of programs in North Berkeley, we will be opening a new home for East Bay Jewish life in the summer of 2026 in Oakland. Our new campus will offer programs and activities to spark creativity, nurture identity, and weave together diverse generations, cultures, and organizations—including voices from across global Jewry—into a living tapestry of culture, learning, and kehilla (community) connections. Our future flagship campus in the Rockridge neighborhood will house our administrative offices and our award-winning preschool opening in the fall of 2026, and we will retain afterschool programs in Berkeley and in several Oakland public schools.

**POSITION SUMMARY**

The Jewish Education Manager is an experienced, thoughtful, and creative educator with a strong background in experiential Jewish and Israel education and a solid working knowledge of Jewish texts and tradition. Working in close partnership with the Chief Jewish Education Officer (CJEO), this role supports the implementation and ongoing strengthening of Jewish and Israel learning across JCCEB programs.

Focusing on curriculum development, lesson planning, and educator support, the Manager helps translate the JCCEB's Jewish educational vision into engaging, accessible, and developmentally appropriate learning experiences rooted in experiential education. This role emphasizes hands-on learning, meaningful engagement, and relationship-centered teaching across programs serving teens, families, and adults.

This is a 75% - full time position, with a flexible schedule that may include occasional evenings or weekends. The Jewish Education Manager reports to CJEO and works closely with them.

Curriculum Development & Lesson Planning

- Develop and write lesson plans and educational materials based on overarching curriculum frameworks created in partnership with the CJEO and Program Directors.
- Design experiential, accessible, and engaging Jewish learning experiences for diverse audiences, including teens, parents, and adult learners.
- Adapt and refine materials to meet the needs of various programs and participants.
- Ensure content reflects pluralistic, inclusive, and meaningful approaches to Jewish life and learning.

### Educator Support & Program Quality

- Support educators across programs in implementing lesson plans with clarity and confidence.
- Provide guidance, practical tools, and coaching to strengthen facilitation and teaching practices.
- Observe select programs and offer feedback focused on lesson plan implementation and educational quality.
- Partner with the CJEO to help maintain a high level of teaching and Jewish content across the organization.

### Program Facilitation & Community Learning

- Facilitate select Jewish learning experiences, such as chevruta learning, Torah text study, and parent or adult learning cohorts (e.g., Ima programs), as needed.
- Model engaging, relationship-centered, and experiential approaches to Jewish education.

### Partnerships & Program Support

- Support the CJEO in maintaining and developing relationships with community partners and educational organizations.
- Coordinate with external facilitators and vendors as needed for programs.
- Support Program Directors in integrating Jewish learning into programs and community events.

### **REQUIRED MINIMUM QUALIFICATIONS**

- 7–10 years of experience in Jewish education, with a strong emphasis on experiential learning.
- Demonstrated experience in curriculum development and lesson planning.
- Strong ability to engage with and teach Jewish texts in accessible and meaningful ways.
- Experience facilitating experiential Jewish learning for teens and/or adults.
- Experience supporting and mentoring educators in diverse educational settings.
- Strong knowledge of Jewish traditions, values, and culture.
- Strong interpersonal and communication skills.
- Ability to work collaboratively with multiple stakeholders.
- Ability to work flexibly, including occasional evenings or weekends.
- This position is in-person at our offices in Oakland and in Berkeley, CA.

The salary range for this position is \$68,000 - \$78,000 annually. This can be an exempt or non-exempt position with a flexible schedule ranging from 30 to 37.5 hours per week (75% to full-time). Excellent benefits including medical, dental, vision, vacation, sick pay, and holidays.

*The JCC East Bay is an Equal Opportunity Employer and makes employment decisions on the basis of merit. JCC East Bay policy prohibits unlawful discrimination in accordance with federal, state, and local laws. The JCC East Bay complies with the Americans with Disabilities Act and is committed to providing reasonable accommodations for people with disabilities. If you require particular accommodations during the application and interview process, please inform us of your needs so that we can provide accordingly.*

*Systemic inequities in hiring have caused women, people of color, LGBTQ+ folks, and others to apply to jobs only if they meet all of the qualifications. The JCC East Bay encourages you to apply anyway, as no one ever meets 100% of the qualifications. We look forward to your application.*