



Community Engagement Coordinator (CEC)

The Emanuel Synagogue is committed to the goal of establishing a sustainable process to promote engagement and connections through increasing participation of its current members, integrating new members, and attracting the yet to be affiliated seeking a Jewish community.

To achieve this goal, The Emanuel is seeking a CEC whose **primary responsibility** will be to **actively develop and sustain personal relationships** on an ongoing basis within the community.

The CEC will take a deep dive into understanding our community, research engagement best practices, share proposed solutions, and draft a plan to be implemented by the CEC in concert with our clergy, staff, and lay leaders. Specifically, the CEC will:

- **Collect and analyze data on The Emanuel's current membership and participation** by using membership applications and conducting meetings with the clergy, office staff, affinity group leaders, Hebrew School parents, new members, and unaffiliated individuals who attend services and programs. This work will be done with an eye towards creating a picture of who we are (including current demographics and interests) and to ascertain: (a) what populations are being served and who is not in the room; (b) what keeps members engaged; and (c) why members leave (through review of resignation records).
- **Research successful methods of "engagement"** using internet research and networking to identify proven engagement techniques in the Jewish world, religious sector, and in secular settings.
- **Share the results of the research and analysis** with members of the Strategic Engagement Committee (SEC) and the membership committee. We want to know what works and what does not work in various settings.
- **Develop an engagement plan** to define specific roles and responsibilities across the Emanuel community for implementing engagement best practices. The plan will contain suggestions for an initial set of basic metrics to be reviewed periodically to assess the success of the plan as experience is gained.
- **Facilitate and Implement the plan** and continue to create connections through personal contacts, in support of a sustainable process of engagement for the entire Emanuel community.

The ideal candidate is:

- Organized and self-motivated;
- An effective communicator;
- An innovative thinker;
- Capable of organizing data and using databases and analytic skills to do online research;
- Comfortable working with staff, lay leaders, and volunteers; and
- Comfortable networking and speaking with people across the nation.

The candidate is expected to:

- Develop an understanding of the Emanuel's culture;
- Have the ability to work in a friendly and respectful sacred partnership with clergy, professional staff and members;
- Be familiar with communal practices of Conservative Judaism; and
- Periodically attend programs, Shabbat services, and other synagogue activities

Reporting and Remuneration: The CEC reports to the Executive Director bi-weekly and meets with the SEC as requested. Position is part time (expected 20 to 25 hours per week) and pays \$27/hour up to a maximum remuneration of \$35,000/year.

Please submit resume and introductory letter to emanuelengagement@gmail.com
Emanuel Synagogue, 160 Mohegan Drive, West Hartford, CT 06117, www.emanuelsynagogue.org