



Boston Workmen's Circle Center for Jewish Culture and Social Justice

Job Description: CULTURAL WORKER & MEMBER ORGANIZER

Boston Workmen's Circle Center for Jewish Culture and Social Justice is

- A community and spiritual home for secular Jewish life
- A voice for progressive Jewish values and social change
- An arts and education center celebrating Yiddish, Jewish, and progressive culture

We are proud to be a community dedicated to being anti-racist and equitable, where whatever your Jewish background, whatever the faith, ethnic, or gender diversity of your family, children and adults feel welcome and participate fully at all levels of the organization.

The CULTURAL WORKER & MEMBER ORGANIZER plays a key role in weaving together the different parts of our organization, using cultural organizing as a tool for building community and making change. The Cultural Worker & Member Organizer will lead our community in building bridges across generations, supporting and growing our membership, and making our impact as an organization more visible, both internally and externally. As an organization rooted in the radical traditions of Yiddishkayt, mutual-aid, and worker's rights, we are committed to: resisting assimilation, building home, community and power in diaspora, and centering the culture of diverse Jewish ancestors in our work for liberation and social justice.

RESPONSIBILITIES:

Cultural Projects: Develop cultural projects that engage BWC members across generations in building community and working towards the world as we envision it. Examples may include: arts workshops for Shule students & parents, street theatre to be used in coordination with social justice campaigns, or performance-based work that lifts up Jewish culture & social justice.

Committee Support & Leadership Development: Provide staff support to all arts & culture programs and committees including: Yiddish, A Besere Velt Yiddish Chorus, Shabes, Ritual, Book Group, Young Adults, Caring, and Aging in Community by assisting volunteer leaders with strategy, content, planning, logistics, outreach, publicity, and follow-up. identify potential leaders and develop leadership among committee chairs and activists.

Membership Outreach and Retention: Develop and implement organizing strategies for membership growth, engagement, and retention. This involves: planning new member orientation sessions; holding one-on-one meetings and phone calls with new and old members; organizing our members into appropriate program areas and doing turnout for certain events; growing our membership through creative strategies targeted at priority constituencies. Following the leadership of our equity & inclusion team, work to ensure that our community is welcoming to all.

Young Adult Organizing Project: Coordinate programming aimed at generating young adult membership and leadership development in the BWC community. This includes being the staff support to our Young Adult Committee, and staffing young adult events such as Gragger/Noisemaker, BWC's annual radical Purim dance and shpiel, and establishing dedicated young adult spaces within the community as well as fostering inter-generational partnerships and collaborations.

Strategic Planning & Organizing: Work collaboratively with the Executive Director and volunteer leaders to create implementation plans for strategic priorities and to strengthen existing initiatives.

Development: All staff at BWC play a key role in fundraising for the organization, including major donor meetings, grant reports on programs specific to your role, and membership and annual appeal phone banking.

ESSENTIAL SKILLS/QUALITIES:

- Minimum of 2 years relevant experience in membership-based organizing, building welcoming & inclusive community, and creative arts & cultural work
- A demonstrated understanding of Jewish history and culture
- Creative energy, self-starting; proven ability to manage multiple projects in a busy non-profit setting
- Ability to work individually and as a member of a team committed to the larger whole
- High comfort level with technology, including Google Suite, Microsoft Office, and can learn the basics of using our database eTapestry
- Skilled in written communication: writing emails (knowledge of Constant Contact a plus), social media, grant reports, newsletters
- Strong oral communication and facilitative skills; has a warm and engaging presence
- Commitment to the mission and values of Boston Workmen's Circle, including:
 - Commitment to social, economic and racial justice
 - Welcoming all people across race, religion, gender identity, sexual orientation, and ability
 - Being a voice for peace, and against the occupation of Israel/Palestine in the Jewish community
 - Standing against Islamophobia

BWC is an Equal Opportunity Employer. People who identify as Jews and non-Jews of Color, multiracial, Sephardic, Mizrahi, trans, non-binary, lesbian, gay, bisexual, queer people, people with disabilities, and immigrants are strongly encouraged to apply.

To Apply:

Please submit cover letter and resume to jobsatbwc@gmail.com.

Now accepting applications. The position will remain open until filled, with priority given to early applicants.

Salary & Benefits:

Salary commensurate with experience.

15 vacation days in first year + sick, personal and holidays. Eligible for health benefits.