



Pardes Jewish Day School is a premier Jewish independent school for children in grades kindergarten through eighth grade, founded in 1993. Pardes is the largest Jewish Day School in Arizona, located in Scottsdale. Pardes Jewish Day School is a welcoming community Jewish day school committed to exceptional secular and Jewish education with a focus on academics and character development. The guiding principles of the school includes:

- We cultivate students' intellectual engagement and critical thinking while inspiring a sense of purpose and accomplishment.
- We believe in a strong partnership between home and school, and provide innovative, stimulating, and varied learning opportunities.
- We approach Jewish education through the study of text, tradition, language, and history, and encourage a love of Torah, Israel, and Klal Yisrael (the Jewish people).

POSITION

Director of Jewish Life and Learning

REPORTS TO: Head of School

JOB PURPOSE: Pardes is looking for an outstanding and talented individual to serve as its Director of Jewish Life and Learning, to oversee the Jewish education and experience for the students. The Director of Jewish Life and Learning serves as a member of the Senior Leadership Team, oversees the Jewish Studies and Hebrew faculty, holiday programming, tikkun olam year long projects and inspires students, parents and faculty with a love of Judaism. In addition, the Director will collaborate with local clergy and Jewish professionals to enhance the Jewish community and Pardes' presence within the community.

Responsibilities

- Promote a positive Jewish learning experience that engages and inspires the school community
- Serve as the instructional leader for all Jewish Studies and Hebrew teaching, ensuring strong curriculum, teaching practices and outcomes
- Oversee Jewish Studies faculty, Middle School Hebrew Coordinator, and Hebrew faculty
- Determine best ways to assess student progress in the Jewish Studies and Hebrew departments and execute the plan
- Lead and facilitate faculty leading the *Tefillah*, *Parashiot Studies*, *Kabbalat Shabbat* and *chagim programs*.
- Teach classes as needed
- Coordinate Tikkun Olam opportunities for students and families

- Collaborate with all faculty and staff for school-wide Jewish holiday celebrations, as well as effective ways to integrate Jewish learning into secular studies as appropriate.
- Manage parent communication in a timely, positive, and effective manner
- Outreach to Greater Phoenix Jewish community organizations and leaders, establishing collaborations in ways that will enhance the school.
- Regularly attend school events and serve as an ambassador for the school
- Serve as a resource and guide for Jewish knowledge for the school community
- Promote professional development and learning opportunities for Hebrew/Jewish Studies faculty
- Work with the Judaic Studies teachers and Hebrew Language Coordinator to review, update, refine, and continually develop, and document a multi-dimensional curriculum
- Coordinate and manage all school holiday services and programs
- Assist the Head of School in creating family education opportunities

Necessary Qualities

- Deep love and care for K-8 children; energized by being around them
- Engender and promote joy, inspiration, love of learning, and positive relationship-building among all constituents of the school
- Well versed in K-8 Judaic curriculum and proficient in Hebrew
- Adept at both the knowledge and implementation of a 21st century learning environment and project-based learning
- Collaborative in nature, stellar at building teams, and a strong communicator
- Creative and inventive, both spiritually and ritually
- Up-to-date knowledge with how to integrate technology as a learning tool; proficient user of technology for communication, collaboration, instruction, and professional learning.

Education and Experience

- B.A or B.S. degree; Master's degree preferred if an educator
- Degree in Jewish Education, prior experience as a Jewish educator or rabbinical degree
- 3+ years of experience in an academic environment (preferably K-8 Jewish Day School), ideally teaching Judaics to multiple grade levels and/or leading others who teach Judaics
- Prior experience and knowledge working in a day school or within another religious organization

Applicants should submit the following to Sarah Jones, Administrator to Head of School at sjones@pardesschool.org.

- Resume
- A brief personal statement of religious and educational philosophy
- The names, email address and telephone numbers of three references
- Two letters of recommendation

Pardes Jewish Day School, as an equal opportunity employer, does not discriminate in its hiring of employees on the basis of race, color, sex, sexual orientation, religion, creed, national origin, citizenship, marital or veteran status, age or disability. We actively seek diversity among faculty and administration as well as among students.