



JCC-Pears Social Action and Campaigns Co-ordinator

Job Title	JCC-Pears Social Action and Campaigns Co-ordinator (part time)
Location	6 Park End, London NW3
Salary	Competitive Salary (depending on experience)
Reports to	Juliet Simmons, Creative Director, JCC
Job Purpose	The Pears Foundation and the JCC aspire to see the values of social justice become more central to Jewish identity and life in the UK. This role will deliver on this aspiration.
Principal Responsibilities	<p>Education and Campaigning:</p> <ul style="list-style-type: none"> To work on key social justice issues identified by the JCC and Pears Foundation. These include (but are not limited to) engaging audiences with issues concerning the refugee experience, Fair Trade, the environment and international development. To identify key target audiences and develop educational and campaign programmes for them. These include (but are not limited to) Jewish communal institutions, schools and synagogues. To represent the JCC on the Jewish Social Action Forum (JSAF) – attending meetings and participating/ delivering cross communal campaigns at the JCC. <p>Programming/ Content/ Events:</p> <ul style="list-style-type: none"> To develop the JCC’s programme of events raising awareness of Social Action amongst JCC audiences. To develop a series of practical social action events – delivering hands on social action programming reflecting the campaigns that the organisation is involved in. To plan one to two major Social Action events a year (350+ people) To develop and grow existing JCC projects working with volunteer teams – including – but not limited to - Mitzvah Day. <p>Social Action Partnership Development:</p> <ul style="list-style-type: none"> To develop partnerships through the co-hosting of major events



The Pears Foundation

	<p>Integrating Social Action into the JCC:</p> <ul style="list-style-type: none">• To lead on the delivery the 10:10 project within the JCC organisation – with assistance from other team members.• To encourage the incorporation of Social Action values across the board in programming.• To develop plans for social action within the new building. <p>Other Duties:</p> <ul style="list-style-type: none">• Act as a point of contact in the JCC office – answering the telephone etc.• Be available to work some evenings and weekends.• Undertake other duties as required.

Candidate Profile

Experience, Knowledge and qualifications	<ul style="list-style-type: none"> • Two to Four years relevant experience in the social justice arena • Educated to degree level or equivalent.
Personal Skills and Qualities	<ul style="list-style-type: none"> • An individual who cares passionately about these issues. • A good understanding of the Jewish community. • A creative, motivated, professional and highly organised person. • A self starter - able to take the initiative, manage own workload, and prioritise and juggle multiple projects. • Able to interact confidently and build relationships with a wide range of outside contacts at all levels. • Able to deliver to a consistently high standard, and work effectively under pressure. • Extremely thorough – with attention to detail and strong organisational and time management skills. • Good listener, with strong communication skills – both written and oral. • Team player with a sense of humour. • Computer literate, including Word, Excel, Powerpoint and ThankQ (or other database tool).
Duration	Permanent (Part Time); possibility of temporary position

If you wish to apply for the position, please apply with an up-to-date CV and a covering letter indicating your suitability for the role to Juliet Simmons at barbara@jcclondon.org.uk