

## Assistant Director of Community Outreach (Full-Time)

At ORA, we believe that through advocacy, early intervention and prevention initiatives, we can eliminate abuse from the Jewish divorce process. We are seeking a talented and motivated Assistant Director of Community Outreach to join the ORA team, focused on implementing educational programming, serving as a member of our development team, and supporting ORA through administrative functions. This is a full-time position, based out of the ORA office in Teaneck, NJ.

**Title:** Assistant Director of Community Outreach

**Application Deadline:** Preference for applications received by **Thursday July 7th**, rolling basis afterward

**Salary:** \$50k-\$55k

**Location:** Hybrid, with in-office days in Teaneck, NJ

### Responsibilities

The Assistant Director of Community Outreach will serve an important role on the ORA team, involved in education, development and administrative tasks. This position will involve working closely with the Assistant Director and CEO to create and implement programming. The primary responsibilities of this position will include:

#### Education

- Presenting on ORA's work and the Halachic Prenuptial Agreement to high school students
- Overseeing ORA's college campus fellowship program, including recruiting, presenting and engagement with fellowship alumni
- Scheduling ORA's educational programming in schools and communities
- Facilitating the signing of Halachic Prenuptial Agreements for engaged couples and counseling on questions
- Updating and maintaining ORA's curriculum materials

#### Development

- Plan, implement, and attend fundraising events
- Maintain organized records in our databases
- Support on annual campaigns

#### Administration

- Serve as primary contact for vendors and submit relevant payments
- Review ORA's mail and deposit checks
- Facilitate in-person administrative needs

### Who We Are

The Organization for the Resolution of Agunot (ORA) seeks to eliminate abuse from the Jewish divorce process. ORA pursues its mission through advocacy, early intervention, and educational initiatives. Our goal is to change the Jewish community culture surrounding *get* refusal and domestic abuse and prevent future *agunah* cases through the widespread adoption of the Halachic Prenuptial Agreement. ORA currently works on 70-75 active *agunah* cases at any given time, fields hundreds of calls annually through our Jewish divorce helpline, *One Step Forward*, and educates thousands of students and adults through school presentations, community Scholar-in-Residence programs, and an

innovative college campus fellowship. ORA changes the conversation around *get* abuse through education, scholarship and community advocacy.

### Who You Are

- **You are highly organized and self-motivated.** You have the ability to transform your ideas into action and are a creative thinker.
- **You have strong interpersonal and written communication skills.** You enjoy public speaking and are comfortable with informal experiential learning. You enjoy meeting new people!
- **You have the ability to meet deadlines and work on multiple projects at once.** You are great with time management and are able to prioritize competing projects.
- **You are a committed team player.** You enjoy working collaboratively with others, both in person and virtually.
- **You are passionate about ORA's mission.** You are dedicated to partnering with ORA to help build a culture free of abuse.

### What We Offer

- Competitive compensation
- Excellent time off and benefits package, including closure for most Jewish holidays
- A positive and collaborative working environment

### To Apply

To apply, please send a cover letter and resume in PDF form to: Jennifer Lankin, Assistant Director, at [jlankin@getora.org](mailto:jlankin@getora.org). Priority will be given to applications received by **July 7, 2022**. Following this date, applications will be reviewed on a rolling basis. ORA is an equal opportunity employer and encourages you to apply!