



**Job Posting**  
**JEWISH FEDERATIONS OF NEW JERSEY**  
**Director**

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**BACKGROUND INFO**

Jewish Federations of New Jersey (JFNJ) is a collaborative and joint effort of the Jewish Federation communities in the state of New Jersey to advance the collective agendas of the statewide Federations. It was established to serve as the statewide government advocacy, public affairs, and community relations voice of New Jersey's Jewish Federations and their partner agencies on a range of state, federal, and international issues in Trenton and Washington.

The Director will implement the policies and decisions of the Executive Directors of the statewide Jewish Federations and the NJ Jewish Federations Advisory Council. The Director is responsible for the overall successful leadership and management of the agency. S/he will be a visible representative of the Jewish community in public settings and with government officials. The goal of this position is to capitalize on opportunities that will support and fortify the statewide Jewish community.

**JOB RESPONSIBILITIES**

- Build and maintain relationships with elected officials, policy makers and relevant governmental agencies and officials at all levels to advance and promote JFNJ policy priorities.
- Convene lay leadership Advisory Council, to include lay representation of the member Federations as identified by the statewide Federation executives, to discuss and develop: (a) policy priorities for state and possible federal advocacy and action, and (b) cooperative programming.
- Convene statewide Federation community relations professionals on a regular basis to ensure that we speak with one voice on statewide communal issues, develop joint programming, and provide a forum for sharing information.
- Oversee and manage the government relations and advocacy efforts of JFNJ in Trenton, which could include managing the efforts of appropriate consulting firms to develop and implement strategies to achieve our policy priorities, as well as to evaluate the effectiveness of these efforts.
- Coordinate opportunities and advocacy with NJ Federal representatives of the House & Senate.



- Maintain strong working relationship with the policy arm and Washington, DC office of Jewish Federations of North America (JFNA).
- Track relevant legislation at state and federal levels.
- Cultivate working relationships with other key constituencies statewide with whom we may share common interests on public policy.
- Convene other Federation system constituencies such as Jewish Family Service professionals and Federation planning professionals to collaborate and share best practices and inform advocacy initiatives.
- Represent statewide Federations at legislative committees, government agencies, community and professional committees, appropriate coalitions, and associations.
- Address issues of antisemitism around the State, forge collaborations, and develop effective strategies and tactics to counter antisemitism.
- Maintain strong advocacy for the benefit of relationships with the State of Israel. Continue anti-BDS education, legislation, and advocacy.
- Advocate for government funding for non-profit security efforts. Convene statewide Federation Security Directors to facilitate security conversations and develop relationships with statewide law enforcement and related officials.
- Identify and ensure the identification of new funding opportunities.
- Leverage additional resources to benefit NJ Federations and Jewish communities.
- Develop advocacy and policy training for lay leadership at the local Federation level.
- Explore opportunities for statewide collaboration among Federations in areas such as resource development, marketing, and planning.
- Advise and engage senior Federation leadership and appropriate staff on extant government affairs issues, public policy threats/opportunities, and political options and activities.
- Create policy materials, position papers, presentations, talking points, and related content for various needs of the Federations.
- Provide information to the Advisory Council and its committees on developments and trends in the Agency's operation and on changing community needs and requests.
- Prepare and provide oversight of agency budget. Ensure that consistent and regular financial and program information is provided to assigned Federation supervisors and the Advisory Council.
- Perform all other functions necessary to meet the needs of Jewish Federations of New Jersey.

## **QUALIFICATIONS AND SKILLS**

- Master's Degree or equivalent in an appropriate field.
- 10-plus years of professional experience with demonstrated growth.
- Advocacy, lobbying, and/or public affairs experience.
- Experience with legislative processes and balancing political dynamics.



- Proven success in cultivating long-term personal and professional relationships.
- Excellent verbal and written communication skills.
- Relates well with lay leaders, donors, government officials and the community at large.
- Strong organizational skills.
- Ability to quickly address crisis or a new issue, think strategically, and move fast to build a successful government relations and public affairs strategy to address them.
- Ability to strategically analyze, plan, develop, implement and articulate the vision and mission of Jewish Federations of New Jersey.
- Knowledge of Jewish values and culture and the ability to integrate that into the agency's purpose and function.
- Flexible and adaptable style; a leader who can positively impact constituents.
- Ability to collaborate with other communal leaders and build strategic partnerships.
- Strong organizational and time management skills with exceptional attention to detail.
- Excellent customer and client service skills including effective listening.
- Budget & finance knowledgeable.
- Energetic self-starter.
- Passion for the Federation system's mission and values.

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Please send Cover Letter & Resume to: [jobs@jfnnj.org](mailto:jobs@jfnnj.org)

*Jewish Federations of New Jersey prohibits discrimination based on the following protected categories: race, creed, color, national origin, nationality, ancestry, age, sex/gender (including pregnancy), marital status, civil status, domestic partnership status, familial status, religion, affectional or sexual orientation, gender identity or expression, atypical hereditary cellular or blood trait, genetic information, liability for service in the Armed Forces of the United States, or disability.*