



May 7, 2021

**Director, Rising Tide
Mayyim Hayyim Living Waters Community Mikveh and
Paula Brody & Family Education Center**

Please submit cover letter and resume (PDF only) to jobs@mayyimhayyim.org

Full-time position; Boston-based or remote (East Coast preferred)

Mayyim Hayyim Living Waters Community Mikveh and Paula Brody & Family Education Center is a welcoming innovative, growing, mission-driven organization that is reinventing Jewish ritual immersion for the 21st century. Our community mikveh and education center in the Boston area serves as a laboratory for national and international programs and partnerships, including the Rising Tide Open Waters Mikveh Network which serves to inspire, strengthen, and support communities that embrace an open, inclusive, and welcoming approach to ritual immersion as a way to mark life transitions.

Mayyim Hayyim is seeking a creative, dynamic professional who will lead and sustain the Rising Tide Open Waters Mikveh Network, a growing network of community mikva'ot around the world. The Director of Rising Tide will cultivate community-to-community collaboration and direct initiatives that advance the network's mission, build on the early success of Rising Tide, and help the network mature into a robust, thriving community of members with a high level of engagement and cross-pollination.

The Rising Tide Network currently has approximately 30 member communities representing six countries around the world. It serves several different types of members, from established mikva'ot who are committed to inclusive practices to those who are working to become a more proactive resource for their community. Several of our members are still in the process of building their institutions, and others are just exploring the feasibility of starting something new. All of these communities are looking for resources, programming, support and peers to guide and fortify their work.

In 2020 Rising Tide launched Seven Steps, an online training course for Mikveh Guides that has already trained nearly 70 people from 4 countries. Rising Tide offers a special membership for Mikveh Guides to provide them with ongoing support and community.

Areas of work

Network Weaving

- Cultivate, build and nurture relationships with leaders from member communities to ensure you are trusted to know their organizations and their most pressing challenges
- Forge connections among members to facilitate support and collaboration, both proactively and reactively, through network listserv, member Facebook group, and personal relationships
- Recruit new members and field incoming inquiries for communities looking for information and resources
- Represent the Rising Tide Network and Mayyim Hayyim at conferences and events
- Stay up to date with international news and events that could impact the network and its members

Strategic Vision

- Bring Rising Tide and its members into national conversations about Jewish life by engaging stakeholders from the broader Jewish community with relevant programming and initiatives
- Anticipate challenges and opportunities ahead and tap into the wisdom of the network to create solutions
- Consider the diversity of Jewish communities, backgrounds, and geographies served by the network when designing programming and activities
- Collaborate with the Director of Programs and Partnerships to ensure that the work of the network is aligned with Mayyim Hayyim's strategic imperatives (and vice versa)
- Collaborate with lay leaders on the Rising Tide Advisory Committee, directing meeting agendas and facilitating discussions
- Partner with network members to ensure that their needs are met

Program Direction

- Create innovative programming that resonates with our members and responds to their needs
- Ensure that all programming is executed at a high level of quality, with diverse, compelling presenters, clear calls to action and good follow-through
- Oversee marketing and promotion for programming and events, working in collaboration with communications team
- Design, plan and implement Rising Tide gatherings, conferences and webinars, both virtual and eventual in-person
- Recruit online Mikveh Guide training program participants from within our member communities and from the broader Jewish community
- Inspire new cohorts of Mikveh Guides to join the network and create dedicated programs and resources for this group as it grows
- Collaborate with Mayyim Hayyim staff to distribute local programming to engage member communities
- Complete and implement the Mikveh Starter Toolkit project (currently in progress) to assist communities in creating and constructing new mikva'ot
- Sit on Program and Partnerships committee, staffed by the Director of Programs and Partnerships
- Hire and oversee outside consultants as needed

Administration and Growth

- Develop and refine strong administrative practices for managing membership communications, enrollment and renewals

- Secure program income by meeting recruitment and engagement goals; manage a program budget and work conscientiously within its constraints
- Support fundraising efforts with foundations and individual donors in partnership with Chief Executive Officer and development team
- Maintain the online resource portal, adding new material regularly and ensuring that file structures are intuitive and easy to navigate
- Monitor the impact of the network itself and its effectiveness
- Recruit and retain members with an eye towards growth
- Lend support to teammates on adjacent high-priority projects

Perform other tasks as needed

Reports to the Mayyim Hayyim Director of Programs and Partnerships

Background, Knowledge, Skills, and Abilities

- Minimum of 5 – 7 years of professional work experience
- Experience with networks, community organizing, managing multiple stakeholders, and/or educational best practices preferred
- Strong relationship-building and interpersonal skills that projects a warm, inviting presence
- Interest in bringing people together, seeking to uplift others, and using marketing to amplify good work
- Comfort with ambiguity combined with an ability to synthesize the complex needs of diverse stakeholders into cohesive and focused action
- Flexibility to shift between working independently and collaborating with a team, and between leading from the front and working behind the scenes
- Knowledge of and experience in the organized Jewish community
- Experience working in partnership with lay leadership
- Highly organized and able to manage multiple active projects simultaneously
- Excellent written and verbal communication skills
- Empathic listener who can cultivate a high level of trust and maintain confidentiality with sensitive information
- Comfortable using technology, including Salesforce, Powerpoint, Canvas, Box, and Zoom (or willing to learn)

Mayyim Hayyim explicitly seeks to build a diverse staff and candidates from communities who have historically been marginalized are particularly encouraged to apply.

There are times when the work is intense and fast-paced. The ability to stay centered and communicate effectively under pressure is very important. The position entails working with multiple deadlines and a dynamic set of priorities. Occasional travel (2 – 4 times a year if Boston based, more if based elsewhere, once restrictions are lifted) may be required.

Salary and Benefits

Starting salary range is between \$63,000 - \$68,000, assuming minimum requirements. Benefits include health insurance, paid time off, paid parental leave, Jewish holidays off, and the ability to leave early for Shabbat.

For more information about Mayyim Hayyim please visit mayyimhayyim.org and to learn more about Rising Tide please visit risingtideopenwaters.org