

AMERICAN FRIENDS OF NISHMAT
Executive Director

The Organization: American Friends of Nishmat (AFN) champions advanced Torah study for women and Jewish women's empowerment, as envisioned by Nishmat, The Jeanie Schottenstein Center for Advanced Torah Study for Women in Jerusalem. Committed to educating the next generation of inspiring Jewish scholars, leaders, and professionals, Nishmat's diverse programs include Yoatzot Halacha in the U.S. and Israel, college preparation and support for Ethiopian-Israelis and for gap-year for Americans and Israelis, all in a modern Orthodox Zionist environment. AFN is a significant source of financial support for Nishmat.

The Position: The AFN Executive Director (ED) will be a seasoned professional who conveys Nishmat's vision and accomplishments with passion and commitment. The position requires diverse skills characteristic of the head of a small nonprofit organization: Management and Administration. Development and Communications.

The Executive Director will work closely with the Executive Committee and AFN Board (to whom the ED reports) and will coordinate with Nishmat's staff in Jerusalem. Development and Communications include implementing fundraising strategies that maintain and grow AFN's donor base, especially individual giving, special events, and direct marketing. AFN's ED will guide the organization through this Covid-19 era, with special attention to the changing marketplace and means of communication. Excellent writing skills are valued, as are experience in public relations and social media. As Manager and Administrator, the ED is responsible for budgets, finance and staff and for staying on top of legal and financial requirements that maintain AFN among Charity Navigator's most cost-effective 4-Star charities.

You are a great candidate for this job if you:

- Are passionate about Nishmat's message of advanced Torah learning, women's empowerment in Orthodox life, and Zionism.
- Relish combining your diverse skills in Development, Communications, Management & Administration.
- Are experienced maintaining and growing charitable contributions.
- Have 7-10 years similar experience.
- Have a track record of institution building.

You will be successful in this role if you:

- Are self-motivated.
- Consistently engage AFN's volunteer leaders
- Develop good working relationship with Israeli colleagues
- Appreciate direct communication.
- Write and edit well.

- Are calm under pressure.

Compensation and Benefits:

- Commensurate with experience.
- Benefits package includes: Employee Health Insurance, Pre-tax Commuter benefit and 403(b) retirement plan.

Applications:

- Résumé & Cover Letter.
- Indicate salary requirement and three professional references.
(References will not be contacted without your prior consent.)
- Indicate **AFN Executive Director** on the subject line of email.
- Applications in electronic format should be sent to the AFN Search Committee Co-Chair: **brieder@chestnutholdings.com**.