

Temple Beth-El Jewish Communal Leadership Internship

**Position Description:** The Jewish Communal Leadership Internship is aimed at providing a current or recent college student the opportunity to explore Jewish communal leadership through work at Temple Beth-El. The Intern will provide support for current initiatives, focusing especially on communications, marketing, fundraising, and collaboration. Experience will be provided in areas such as event coordination, targeted communications, administrative planning and support. Each Intern’s focus will be determined based on past experience, current interests, and Temple needs to ensure that the young Jewish leader has an opportunity to explore and develop skills.

**Duration:** Each internship will be 3-12 months in duration based on program needs and Intern schedule.

**Time requirements**: Each Intern will commit 20-40 hours a week, based on Temple need and Intern availability and determined in partnership with the supervisor.

**Supervision:** The Intern will be supervised by a Senior Staff at Temple Beth-El based on interest and Intern goals.

**Honorarium:** Each intern will receive $1000 for every 100 hours of dedicated time.

**Sample Areas of Work Experience Offered:** Preparing digital and hard copy communications, Video storyboarding, Social Action and Program leadership, Music and Service leadership, Non-Profit Administration and Operations, Historical and Civil Rights programming, community collaborations.

**Selection Process:** Interns will be approved based on Senior Staff review, Board leadership approval, and funding availability.

**Application Process**: Submission of Resume, Letter of Introduction and Interest, and 2 references