

Religious School Director Temple Emanu-El | Waterford, CT

Salary commensurate with qualifications and experience

About Us Temple Emanu-El is a welcoming Reform congregation serving Southeastern Connecticut and Western Rhode Island. Our mission is building a vibrant community through Reform Judaism, and our Religious School mission is inspiring students to develop a Reform Jewish identity and a lasting connection to the Jewish community. Our school serves students from Pre-Gan (preschool) through Kadima (grades 8–12), with Sunday sessions (9:30 AM–12:00 PM) and Wednesday sessions for grades 3–7 (4:30–5:45 PM).

About the Role The Religious School Director reports to the Religious School Committee (administratively) and to the Rabbi (curriculum and educational content). The Director is expected to be present whenever school is in session and maintain an open, visible presence with students, parents, and the broader congregation.



Qualifications

- Experience in Jewish education and supervising educators; degree in Education preferred
- Functional Hebrew literacy, including proficient decoding and prayer fluency
- Familiarity and comfort working within a Reform Jewish environment
- Warm, engaging presence with strong leadership and organizational skills
- Confident communicator across all settings — in-person, written, and digital
- Proficiency with Google Workspace and Microsoft Office
- Passion for experiential, inclusive, and community-based learning
- Collaborative spirit and desire to be part of a supportive team

Key Responsibilities

Community & Programming

- Foster a welcoming school environment that connects families to the congregation
- Actively engage with students, parents, and congregants; participate in Shabbat, Festival, and congregational events
- Support student retention through b'nai mitzvah and into the teen program
- Develop outreach strategies to welcome prospective Jewish families

Curriculum & Faculty

- Facilitate curriculum development in collaboration with the Rabbi, Hazzan, and faculty
- Recruit, supervise, and mentor faculty; plan at least one professional development program annually
- Leverage Reform Movement resources to bring fresh programming to the school

Administration

- Set the school calendar; oversee teacher schedules, lesson planning, and attendance records
- Manage procurement of books and teaching materials
- Collaborate with the Treasurer on the annual budget
- Coordinate major celebrations including Chanukah, Purim, Passover, and end-of-year events
- Ensure student safety in collaboration with Temple staff and the Security Committee

Communication & Leadership

- Provide weekly communication to families and meet regularly with teachers, the Rabbi, and the Religious School Committee
- Submit monthly updates to the Board of Trustees and write a monthly bulletin article
- Maintain the school website and other media
- Recruit and support the Religious School Committee

To Apply Please send a cover letter and resume to office@tewaterford.org. We look forward to hearing from you.