



The Jewish Federation OF GREATER WASHINGTON

Job Description Director, Innovation September 2019

Organizational Vision, Mission, and Function:

The Jewish Federation of Greater Washington envisions an open, connected, and vibrant Jewish community that cares for each other, fosters Jewish learning and journeys, embraces Jewish peoplehood and Israel, and acts as a force for good in the world. As a mission-driven non-profit organization, we work to inspire, build, and sustain vibrant Jewish life in a changing world by mobilizing our community in common purpose, intentional innovation, and effective action. Learn more at shalomdc.org.

Position Overview:

The Director, Innovation has an entrepreneurial spirit! Playing a key role in executing the priorities outlined in the strategic plan, this role is critical to achieving our organizational goals. This brand-new role will bring to life the strategic plan by sourcing new ideas, managing the community recommendation process, and evaluating the impact of innovation in the community. The Innovation Director serves as a conduit between new and existing programs, leaders, community members, and internal/external stakeholders. Day-to-day, you will provide consultative support to agencies, organizations, schools, and institutions and will drive innovative and high impact solutions that will create a vibrant, open, and inclusive Jewish community. Key to this role is an understanding of fundamental business planning, facilitation, and program measurement and evaluation tools to design innovative approaches and offerings to advance JFGW's portfolio and meet our diverse community needs.

Primary Responsibilities:

- Leads end-to-end project lifecycle for fields of interest priority areas and taskforces, including, but not limited to: Northern Virginia, NextGen, Adult Learning, and Israel
- Manages convening and collaborating with partner and non-partner providers
- Designs request for proposal and program evaluation process
- Organizes and tracks all proposals and funded programs
- Serves as the JFGW expert for proposal responses and processes, as they relate to Strategic Planning, Allocations, Fundraising, and Marketing
- Develops and delivers reporting tools and collateral in (often in partnership with Marketing and Fundraising) to communicate the impact of field of interest investments/programs
- Researches and tracks innovative and high impact solutions across different communities to:
 - Identify new possibilities and new programs to benefit our community
 - Provide insight into how the portfolio strategy is, or is not, meeting changing community needs based on our community study, survey data, and program performance metrics
- Support the assessment of current product offerings and identify gaps between community needs and current investments/programs

- Ensure programs meet and align with our organizational goals and strategic plan in order to maximize appeal to stakeholders across all community segments

Qualifications:

- Experience with project management, business planning, and evaluation
- Demonstrated leadership and management abilities and a track record of creating processes to support accountability while creating high performing, result oriented teams
- Strong ability to build consensus and facilitate collaboration and problem-solving
- Intimate Knowledge of the Jewish Community, its customs and practices
- Ability to challenge ideas and to enthusiastically debate in the spirit of reaching consensus
- Diagnose and assess community needs and underlying issues to construct solutions that drive intended outcomes
- Demonstrated ability to plan, prioritize, coordinate, and manage multiple projects
- Strong business acumen, strategic insight, and interpersonal savvy to work collaboratively
- Ability to leverage data as part of the decision-making process
- Excellent communication, critical thinking, and problem-solving skills
- Minimum of 5 – 8 years of experience in business, program/project management, consulting
- Experience responding to and crafting proposals and/or responses strongly preferred

To apply for this exciting position, please send a cover letter and resume to jobs@shalomdc.org with the subject line “DIRINN FY20”.