

# THE WEXNER FOUNDATION

## **Wexner Service Corps Program Director** **New Albany, Ohio**

**Position Summary:** Design, Planning, Administration, and Development of Wexner Service Corps Teen Jewish Service Learning Program.

The **Wexner Service Corps (WSC)** is a service-learning initiative designed to inspire and unite Columbus area Jewish high school students through service learning. WSC was created in 2013, driven by the desire of Hannah and Sarah Wexner to engage in meaningful volunteer service in a Jewish context. Today, WSC's 200+ alumni and participants have contributed thousands of hours of service in the Columbus community and in other cities including Detroit, New Orleans, and Pittsburgh. Based in our New Albany, Ohio headquarters, the new WSC leader will facilitate growing opportunities for Jewish service learning in Columbus and serve as a resource locally and beyond. The Program Director position requires strengthening the existing program, a commitment to Jewish learning, and the entrepreneurial drive and creativity to spearhead the development of a next stage of the WSC.

The Wexner Service Corps is one of the signature leadership initiatives of The Wexner Foundation. The Foundation focuses on the development of Jewish professional leaders in North America (the Graduate Fellowship/Davidson Scholars Program and the Wexner Field Fellowship); volunteer Jewish leaders (the Wexner Heritage Program); public sector leaders in Israel (the Wexner Israel Fellows and Wexner Senior Leaders Programs); and teen leadership (the Wexner Service Corps).

### **Specific job responsibilities include (but are not limited to):**

- Plan and organize year-round service experiences, including developing contacts at community organizations and leading service learning days (Sundays, occasional weeknights).
- Coordinate teen participation in all WSC events (recruitment, reminders, tracking RSVPs).
- Build relationships with teens, including both current WSC members and alumni, providing mentorship and guidance.
- Develop curricular materials for opening summer service learning trip as well as year-round service learning opportunities.
- Teach and/or assign and recruit teachers to effectively deliver the curriculum, with a focus on the connection between Jewish texts/wisdom and service learning, and/or hire faculty to teach.
- Supervise, train, and recruit WSC trip counselors and other program staff for service learning trips and local service learning days.
- Supervise and work closely with designated Administrative Associate in the Wexner Foundation office whose portfolio includes providing support for WSC.
- Oversee and develop annual budget.
- In coordination with web development team, maintain website and online application.

- Recruit future WSC classes, including development of outreach strategies to reach the broadest possible cross-section of Columbus Jewish teens.
- Develop relationships with rabbis, educators, youth workers, and parents of Jewish teens in Columbus, in support of recruitment and marketing efforts.
- In partnership with Director of Communications, create multimedia materials and outreach campaigns, as well as general marketing (local Jewish press, targeted outreach to local synagogues and community organizations).
- Develop and nurture relationships and partnerships in the service space both in the broader Columbus community (Jewish and secular) and nationally.
- Develop WSC alumni community and activities.
- Research and develop future WSC opportunities including potential growth within Columbus and possibly outside of Columbus.

**The Wexner Foundation Educational Team Member:**

As a member of our Education Team, the WSC Program Director will be called upon to participate in a variety of conversations and projects related to other areas of the Foundation’s focus, according to his/her expertise and interest and the particular needs of our work. This might include teaching, curriculum development, networking with members and alumni from other initiatives, social media, writing for our blog or newsletter, representing the Foundation at conferences or local meetings, public speaking opportunities, advising colleagues on programming ideas, and collaborating with various team members on any number of projects.

**Ideal Candidate Key Qualities for Success in Position:**

- Passion for community service
- Interest in Jewish learning
- Excellent teaching skills
- Energized by engaging and working with teenagers
- Comfortable working independently and also as member of team
- Determined problem solver
- Community builder

Minimum 3-5 years of work with youth or teens strongly preferred. This position offers competitive compensation and an outstanding benefits package.

To apply: send resume and cover letter to Chief of Staff Rachel Sosin, [rsosin@wexner.net](mailto:rsosin@wexner.net).