



## **Jewish Federation of Greater Toledo**

### **Vice President-Senior, Family and Social Services**

#### **POSITION SUMMARY**

The Jewish Federation & Foundation of Greater Toledo (“JFGT”) seeks an engaging, dynamic, and motivated professional to join our team as the Vice President-Senior, Family and Social Services (VPSFSS”) is a full-time, exempt employee of JFGT. The VPSFSS in coordination with the Jewish Federation of Greater Toledo Chief Executive Officer will manage, supervise and inspire a team of social workers and program associates responsible for fulfilling JFGT’s mission to enhance the health, welfare, and cultural awareness of the entire Jewish community and Israel with meaningful programs and services.

#### **BACKGROUND**

With an annual operating budget of over \$4 million dollars and a staff of approximately 30 full time team members, JFGT is the central address for community programming, services and philanthropy for the Jewish community of northwest Ohio and part of southeast Michigan. JFGT includes a successful endowment program through the Toledo Jewish Community Foundation that stewards over \$50 million dollars in community assets, a seven-figure annual campaign, a Jewish Senior, Family and Social Services division including a community food pantry, a professionally staffed Jewish Community Relations Council, a preschool in its own building, the PJ Library program, an active Next Jewish Generation program, Hillel programs at two state universities, exceptional programs for community members age 60 and better and a Toledo Jewish Community Cemetery Association that operates and maintains two cemeteries.

The Toledo Jewish community is small but continues to support three synagogues as well as Chabad. Toledo boasts the University of Toledo, the Toledo Mudhens, and the nationally recognized Toledo Zoo and Toledo Museum of Art. Toledo is at the cross-roads of America with easy north/south highway access on I-75 and east/west highway access on I-80. It is within 50 minutes driving to Ann Arbor, 55 minutes to Detroit, 2.5 hours to Cleveland, and 4 hours to Chicago.

#### **QUALIFICATIONS**

- Master's degree is required; preferred a MSW or LSW or equivalent and educational emphasis on social work, counseling, gerontology, or related field.

- Minimum 5 years proven supervision/management experience in a for profit or non profit organization with professional staff.
- Knowledge of electronic recordkeeping systems and the use of technology.
- Effective at forging strong interpersonal alliances at all levels both within and outside the organization.
- Excellent written and verbal communication skills.
- Knowledge and understanding of Jewish customs, traditions, the Jewish community, and the Federation field.

## MAJOR RESPONSIBILITIES

- Supervise, develop and inspire team members including social workers and program associates responsible for the following programs and services:
  - Food Pantry and holiday baskets
  - Russian language translation and social services support
  - Scholarship/financial assistance review and recommendations for all JFGT subsidies
  - In Home patient care services and subsidies
  - In Facility client advocacy services
  - Community Volunteer coordination and development
  - Programs/Services/Events for community members 60 years and older including physical fitness, day and overnight trips, Holiday programming/luncheons, education and entertainment programs, social gaming (bridge, mah jong, etc.), Kosher food shopping for holidays, technology support and education; transportation
  - Mental health, addiction, autism, and special needs resource coordination
  - Family and individual crisis management and support
- Supervise the Sekach Building Manager
- Develop appropriate budgets for programs and services with the JFGT Chief Financial Officer
- Attend JFGT Board and committee meetings as appropriate including the Jewish Family and Social Services Committee and the Community Programs Committee
- Identify and coordinate pursuit of appropriate grant opportunities
- Implement methods and metrics to evaluate the effectiveness of programs and services and use that information to increase engagement
- Identify, develop and execute new programs and services consistent with the JFGT mission with an emphasis on the needs and wants of community members 60 years of age and older

- Build and maintain strong relationships throughout the Jewish community and work to coordinate efforts to maximize engagement and effectiveness of JFGT programming
- Communicate and market effectively so that all stakeholders, including staff, volunteers, community members, and congregations feel connected to, inspired by and satisfied with programs and services
- Professional development and on-going education regarding the field of programs and services within the VPSFSS's areas of responsibility
- Participate as an active and contributing member of the JFGT senior management team to help successfully deliver on the JFGT mission
- Other duties as assigned