National Affinity Group on Jewish Poverty:
Project Executive

Background
Jewish Funders Network (JFN) is an international community of private foundations and philanthropists whose mission is to promote meaningful giving and to improve philanthropy in the Jewish world. JFN has more than 2,500 members from 11 countries. Founded in 2019, The National Affinity Group on Jewish Poverty (the Affinity Group), a project of JFN and The Harry and Jeanette Weinberg Foundation, is a collaborative of individual funders, lay leaders, Jewish Federations, direct service providers, researchers, media outlets, and advocates dedicated to fighting poverty in United States Jewish communities. The group was founded with a simple and broad goal: for all participants to reduce Jewish poverty. Since then, it has engaged over 700 unique professionals; hosted three major convenings of over 200 individuals; offered 18 webinars on various issues related to Covid-19 response; helped 38 local Jewish communities to advance goals related to anti-poverty work; and supported communities in replicating best practices programs. Current goals of the group include:

- Engaging more individual funders and foundations in anti-poverty work by giving them knowledge, resources, and a peer community to pursue grant opportunities aligned to goals and priorities.
- Creating a shared platform where a diverse group of professionals and lay leaders (funders, direct services and Federation leaders, etc.) can work side by side to address poverty in the United States Jewish community.
- Raising awareness and building the knowledge base about this issue to address myths/stigmas and ultimately to change the prevailing narrative of Jewish poverty.
- Sharing best practices that communities can incorporate into local anti-poverty programs and services.

Scope of Work
The National Affinity Group on Jewish Poverty is seeking a strategic leader with strong implementation skills and issue-area expertise to evolve the Affinity Group from a start-up project into a mature initiative. The leader will have the opportunity to build on efforts to date, refine the goals and major focus areas of the group, and drive its impact and success in the coming years. In addition to regular oversight of the group, the Project Executive will be responsible for setting up structures to professionalize the group, including building and managing an advisory group of senior professionals and funders, and developing key performance indicators one of which will be to increase the number of individual funders involved and tracking progress towards them.

This person will report to JFN’s Executive Vice President and will lead the core Poverty Affinity Group staff team made up of professionals at JFN, the Weinberg Foundation, and a high-level project consultant.

Specific tasks include:
• Developing big-picture strategy for the Affinity Group across its major areas of work (e.g., funder engagement, narrative change, major convenings) in partnership with other team members
• Day-to-day management of the group, including:
  o Agenda setting and follow through for meetings of the core team, advisory group, and peer funder group
  o Manage execution of all meetings, programs, and conference planning, with support from other Affinity Group team members
  o Oversee special projects such as a narrative change initiative in partnership with other team members
• Coalition building and management of major relationships among funders, Federation leaders, senior social service providers, and umbrella organizations
• Serving as ambassador for the Affinity Group at national conferences and events
• Developing and tracking key performance indicators for the group, with support from other team members

Preferred qualifications and skills:

• Excellent skills in leadership, strategic planning, project management, public speaking, and communication
• Strong funder engagement experience – background includes at least some of the following: Federations, United Way, community foundations, grantmaking, philanthropic consulting and advisory services, with familiarity of the Jewish philanthropic landscape
• Knowledge of the United States Jewish communal landscape
• Knowledge of anti-poverty work, research, and resources
• Experience working with philanthropists and foundations
• Experience with overseeing and planning major programs/events
• Ability to travel about six times per year for convenings and major events

Compensation
This position is designed as a part-time role, and is most likely to be filled by an independent contractor or consultant. We assume the Project Executive will spend a range of 15 to 25 hours per week in the position, depending on the candidate’s experience and the ebbs and flows of the project. This is a remote position, with potential for on-site work in New York City if preferred.

We have an annual budget of around $75,000 for this part-time position, which can include a stipend for benefits. Funding for this position is secured for at least two years (2023 and 2024), with strong potential to extend beyond that based on performance, funding, and other factors. Exact compensation will be determined based on experience and qualifications.

To Apply
Interested candidates should submit a cover letter of interest, resume, and three (3) professional references (name, relationship, email, and phone number).

Please submit all materials to search@ifunders.org and include “Affinity Group Project Executive” in the subject line. Only email submissions will be accepted.