

EXECUTIVE DIRECTOR THE CHEVRA

Philadelphia-Based with Potential Regional and National Reach | Flexible Hybrid Structure with Significant On-Site Presence

Reports to: Board of Directors

ABOUT THE CHEVRA

The Chevra is a vibrant, Philadelphia-based organization dedicated to inspiring Jewish adults in their 20s and 30s through transformative trips, Torah-based learning, Shabbat meals, dynamic events, and leadership development. Anchored by a high-quality facility and a community committed to accessible, authentic Jewish living, The Chevra blends innovation with tradition, empowering each individual to engage with Judaism with warmth, wisdom, and joy.

As The Chevra enters its next chapter, it is seeking a dynamic Executive Director to build upon its established brand and reputation while exploring how its programs and community-building model might be shared or replicated in other communities. The successful candidate will have the opportunity to lead a respected Philadelphia institution while helping shape initiatives with broader regional and national relevance.

POSITION SUMMARY

The Executive Director will provide strategic, organizational, and operational leadership for The Chevra, with primary responsibility for organizational growth, staff leadership, community engagement, fundraising strategy, partnerships, and execution. Working closely with the Founder, Board of Directors, staff, educators, and donors, the Executive Director will strengthen The Chevra's Philadelphia-based programs while exploring opportunities for broader impact, including scalable programming models and a potential Chevra presence beyond Philadelphia.

Because meaningful relationship-building and community leadership require a substantial in-person presence, this is not a fully remote position. However, full-time relocation may not be required for an exceptional candidate who can maintain a consistent, meaningful presence in Philadelphia.

KEY RESPONSIBILITIES

Strategic Leadership & Growth

- Lead and execute the organization's long-term strategic vision in collaboration with the Board and staff.
- Strengthen The Chevra's Philadelphia flagship while identifying which elements of its model can be scaled, adapted, or replicated elsewhere.
- Represent The Chevra to donors, Jewish institutions, community partners, and the broader public.
- Oversee and strengthen The Chevra's presence throughout Greater Philadelphia, including key regional partnerships (e.g., Aish Chaim, Meor Philly, RAJE Philly).
- Identify new opportunities for organizational growth, innovation, and sustainability.

Fundraising & Development

- Participate actively in fundraising initiatives and donor cultivation, building meaningful relationships with current and prospective donors.
- Work with the Board and development professionals to build a sustainable fundraising strategy and operation.
- Communicate The Chevra's mission, impact, and vision effectively to supporters and stakeholders, including funders interested in scalable, replicable models.

Community & Program Leadership

- Develop and execute strategies to grow The Chevra's Philadelphia community while deepening engagement among existing participants and alumni.
- Host and maintain a visible, inspiring presence at Shabbat meals, holiday programs, and community events.

- Collaborate with senior educators and program directors to develop, evaluate, and scale creative programming across a full calendar of events, trips, classes, and community service.
- Oversee The Chevra's digital presence and virtual programming to expand reach beyond Philadelphia.
- Monitor program participation and outcomes, adapting programming based on measurable impact and community feedback.

Operations & Staff Management

- Manage and supervise staff and lay leaders, ensuring strong performance, morale, and accountability.
- Oversee budgeting, compliance, HR, and administrative operations, with sound fiscal management and timely Board reporting.
- Establish clear organizational goals, budgets, and key performance indicators.
- Foster a collaborative, mission-driven, high-performing organizational culture.

QUALIFICATIONS

- A deep passion for Jewish communal life, identity, outreach, and innovation.
- Significant experience in nonprofit leadership, fundraising, community building, or organizational management.
- Proven ability to lead teams, manage operations, and advance an organization's strategic goals.
- Strong organizational, communication, and interpersonal skills, with an entrepreneurial mindset comfortable building an emerging vision.
- Familiarity with Jewish young-professional culture and programming strongly preferred.
- Comfort using digital tools, CRM platforms, and social media/event-marketing systems.
- Demonstrated ability to move between high-level strategy and effective, hands-on execution.
- Willingness to maintain a highly visible presence at Philadelphia community and holiday events, with regular travel as needed.

COMPENSATION AND BENEFITS

- Annual compensation of \$135,000–\$200,000, depending on qualifications and experience.
- Family health insurance compensation.
- Paid vacation and Jewish holidays.
- The opportunity to lead a respected Jewish organization and help shape initiatives with impact across multiple communities.

LOCATION AND WORKING STRUCTURE

The Chevra 2002 Ludlow Street Philadelphia, PA 19103

The Executive Director must maintain a substantial, consistent presence in Philadelphia. The Chevra is open to a flexible hybrid arrangement for an exceptional candidate who can provide strong on-site leadership and remain fully integrated with staff and community.

HOW TO APPLY

Email your resume to Rebecca David, Executive Recruiter, 845-244-8099(work), rd@merraine.com