

BACKGROUND

The Organization

Since its founding in 1825, B'nai Jeshurun (BJ) has been at the forefront of the American Jewish experience. Approaching its third century, BJ's vision is centered on the spiritual work of transformation and the creation of a Jewish path that is authentic, profound, and supports all members in seeking and living their purpose to the fullest.

BJ's spiritual leaders and more than 1,900 member families are dedicated to fostering a diverse, dynamic, and inclusive community that offers multiple avenues for Jewish religious life while providing mutual support in spiritual growth. The congregation is committed to honoring tradition while continuously re-imagining and innovating practices and programs to create a vibrant, contemporary, and relevant Jewish experience. The expansion of remote programming during the COVID-19 pandemic significantly expanded BJ's reach, bringing in thousands of additional individuals and families from across the country and beyond who now regularly participate in prayer and learning.

In 2025, as BJ celebrates a historic bicentennial, the organization will be honoring its legacy, lifting up the stories of those who have shaped the present, and securing the future of this community, ensuring that the next 200 years are as transformative as the first.

BJ is led by Rabbi Rolando Matalon, along with a senior leadership team that includes Rabbi Felicia Sol, overseeing all programs, and Executive Director Steven Melzer, who is responsible for advancement, communications, finance and administration, and operations. The organization has a staff of approximately 40 full-time and 10 part-time employees.

To learn more about BJ, please visit: <https://bj.org/>

Organizational Budget	Number of Member Families	Kol Nidrei Appeal
\$11M	1,900	\$2.9M

The Position

B'nai Jeshurun (BJ) seeks a dynamic, engaging, and strategic **Director of Advancement** to lead and expand its fundraising and membership efforts. Together, these areas manage all contributed income, representing approximately 75% of BJ's revenue.

Reporting directly to the Executive Director, the Director of Advancement will play a crucial role in shaping BJ's future by designing and implementing a multi-year, coordinated Advancement program to support and sustain BJ's strategic vision and annual fundraising goals. A significant focus will be on developing relationships with BJ's members and deepening their involvement and connection to the community through consistent, regular, and meaningful engagement. This includes being a visible and active presence at BJ events, Shabbat services, and other community gatherings.

The Position (cont.)

The Director will have the opportunity to build on BJ's recent fundraising momentum, including the success of the Kol Nidre Appeal, and develop new initiatives in celebration of BJ's bicentennial. The Director will also lead BJ's grant portfolio, including managing ongoing multi-year institutional relationships, fostering new opportunities to support programs and strategic initiatives, and supporting BJ's growing government support, particularly for capital and security needs.

The successful candidate must have an authentic passion for BJ's mission and broader Jewish life, along with a proven track record of increasing revenue, building capacity, and fostering meaningful relationships with board members, donors, and colleagues. The Director will lead and manage the Advancement department, composed of the Development and Membership teams, and work closely with lay leadership, including a dedicated Development Committee.

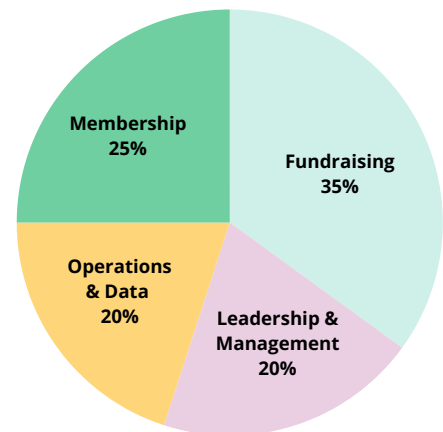
ROLE OVERVIEW

Strategic Leadership & Team Management

- Provide leadership and set the strategy for BJ's Advancement department, which generates nearly \$8 million annually.
- Supervise development and membership teams, providing direction for 4-5 full-time staff and part-time support.
- Assess the Advancement staffing structure and shape it for future sustainability.
- Serve as a key member of BJ's Senior Staff, contributing to strategic planning and decision-making.

Fundraising & Donor Engagement

- Develop and implement a comprehensive development strategy to expand and diversify BJ's fundraising efforts, including annual giving, institutional support, and capital and endowment campaigns.
- Create and support a culture of philanthropy that engages the clergy, the Executive Director, the Board, and staff.
- Enhance existing strategies and develop targeted fundraising goals to support bicentennial celebrations.
- Cultivate, solicit, and steward donors, including managing a personal portfolio of major donors.
- Oversee BJ's grant portfolio, managing multi-year institutional funding grants, identifying new opportunities, and expanding government support.
- Work closely with rabbinic leadership in executing individual solicitation and revenue goals.
- Collaborate with and manage the lay led Development Committee.
- Design and execute donor engagement initiatives, including curated events, receptions, donor missions, leadership development programs, and speaker panels.



ROLE OVERVIEW (cont.)

Membership & Community Engagement

- Strengthen and oversee BJ's membership program, including recruitment, retention, and engagement strategies for a diverse and global population.
- Grow revenue through an expanded Membership model to accommodate both local and virtual members, and develop non-member engagement revenue models.
- Collaborate with Adult Programming and Communications on both Membership and High Holy Days engagement effort.
- Reconstitute and manage a Membership Committee.

Operations & Data Management

- Oversee CRM (Salesforce) and data management with IT and Finance to improve data flow, donor tracking, and business analysis.
- Ensure timely and meaningful donor acknowledgment through both high-touch and system-driven efforts.
- Set goals, monitor progress, and evaluate results to ensure Advancement objectives are met.

THE IDEAL CANDIDATE

The ideal candidate for the Director of Advancement position possesses the following competencies:

Stakeholder Focus Building strong stakeholder relationships and delivering targeted solutions.	Builds Networks Effectively building formal and informal relationship networks inside and outside the organization.	Balances Stakeholders Anticipating and balancing the needs of multiple stakeholders in a diplomatic fashion.
Builds Effective Team Building strong teams with a strong identity that apply their diverse skills and perspectives to achieve common goals.	Instills Trust Gaining the confidence and trust of others through honesty, integrity, and authenticity.	Develops Talent Developing people to meet both their career goals and the organization's goals.

THE IDEAL CANDIDATE (cont.)

Additional Qualifications

- 7-10 years' experience in development, membership, or related roles, with escalating responsibility and team management.
- Bachelor's Degree required; Relevant graduate degree a plus.
- Proven track record of success, innovation, and progressive accomplishments in fundraising, with experience in most or all areas, including annual, capital, and endowment campaigns, major gifts, institutional and public grants, and planned giving.
- Demonstrated ability to develop and execute a strategic advancement plan in collaboration with engaged lay leaders.
- Inspirational and forward-thinking leader who fosters a culture of excellence, encouraging team members to identify opportunities for growth and improvement.
- Exceptional communicator, both written and verbal, with the ability to engage effectively in one-on-one and group settings.
- Strong ability to build and maintain relationships with senior management, stakeholders, and donors.
- Strong acumen in data-driven decision-making, development operations, and database management, with proficiency in Salesforce.
- Outstanding organizational skills, with the ability to manage multiple priorities and meet deadlines in a fast-paced environment.
- Excellent interpersonal skills, with a warm, honest, and thoughtful approach to engaging diverse stakeholders across the BJ community.
- Familiarity with Jewish communal life in New York City and the broader Jewish world.
- Availability to support events on evenings, weekends, and during the High Holy Days, as needed.

WHO WE ARE

Work Environment

The BJ campus includes the Sanctuary building on 257 West 88th Street and the Community House on 270 West 89th Street, which are connected at the ground level.

Staff schedules are hybrid with 3-4 days in-office days per week. This schedule may be adjusted based on time of year, team needs, and overall organizational shifts.

Our Commitment to Diversity, Equity, & Inclusion

B'nai Jeshurun is committed to diversity, equity, and inclusion in recognition of its values, commitment to social justice, and responsibility to its spiritual leaders and staff, congregants, and the communities within which it lives and works. It strongly encourages applications from people of color, persons with disabilities, women, veterans, immigrants, and LGBTQIA+ applicants.

COMPENSATION AND BENEFITS

Salary

\$160,000 - \$180,000

BJ offers highly subsidized medical, dental, and vision insurance policies, as well as 15 vacation days, over 20 paid (National and Jewish) holidays, a 403b retirement plan and many other benefits.

TIMELINE AND NEXT STEPS

If you are interested in this position, please [click here](#). All applicants will receive an email confirming receipt of their application.

We encourage candidates of all backgrounds to apply even if you do not meet all of the qualifications outlined above. If you are selected to move forward for an initial screening call, we expect you to hear from us throughout April.

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[Submit an application](#)