



**Edlavitch DC Jewish Community Center
Jewish Life Program Internship**

As Jewish culture evolves and becomes more diverse and complex, the EDCJCC is committed to programming that reflects on Jewish identity in the contemporary world. Jewish Life programs at the EDCJCC consist of Days of Learning in partnership with Mechon Hadar, holiday programs for families, a 2nd Night Community Passover Seder and more. We are also in a process of evaluating our environmental impact through the Hazon Seal of Sustainability, a yearlong audit and evaluation beginning in February 2018.

Description:

The Jewish Life program intern will gain valuable training in the administration and management of the EDCJCC's year-round Jewish Life programming. A commitment of 8-10 hours per week, including 2-4 evening events per month, is required. The intern will assist with marketing, program development, special events and more. The intern would support the Director of Jewish Engagement in this role.

For the Hazon Seal of Sustainability, the intern would compile data into reports for the Green Team. They would prepare for Green Team meetings and support the Director of Jewish Engagement in developing projects for the Seal.

Learning Opportunities include:

- Assisting with programs and special events
- Coordinating newsletters and marketing materials
- Researching partners and outreach organizations
- Prepare materials for the Hazon Seal of Sustainability

Please email a cover letter and résumé to Darya Watnick, Director of Jewish Engagement, at daryaw@edcjcc.org.

This is an unpaid position, but school credit may be arranged.