

**ORGANIZATION:** Aviv Foundation  
**POSITION:** Director of Jewish Philanthropy  
**REPORTS TO:** Managing Director  
**LOCATION:** Washington, DC; in-office Monday - Thursday  
**SCHEDULE:** Anticipated part-time (60% FTE) or could be up to full-time, depending on candidate and organizational needs.  
**TRAVEL:** Occasional travel required: several trips per year within the Northeast and potential for one annual trip to Israel.  
**TO APPLY:** Please send a cover letter and resume as one PDF to [AvivDirJP@pbrsearch.com](mailto:AvivDirJP@pbrsearch.com) with title format “Last Name First Name – Letter Resume” and complete the Voluntary Self Identification [form](#). This will assist us in improving our hiring practices and ensuring equal opportunities. Participation is voluntary and will not affect your candidacy in any way.

## **BACKGROUND**

The Aviv Foundation envisions communities and a society that is diverse, broad, inclusive, and provides all members with opportunities to participate and thrive. Founded in 2016 and based in Washington, D.C. and Israel, Aviv is a private family philanthropy that invests in solutions with the potential to create systemic change. In the United States, Aviv works to support meaningful connections to Judaism, further positive change in the child welfare and education systems, and inspire citizens to be civically engaged. In Israel, it is committed to safeguarding a Jewish and democratic state, building a thriving and inclusive civil society, and working to create conditions to advance peace between Israelis and Palestinians. The Board and staff of Aviv approach their work with humility, integrity, empathy, curiosity, respect, riskiness, and adventure.

To its grantees, Aviv holds a role that goes far beyond funding. They view Aviv staff as supportive, knowledgeable thought partners who ask critical questions and provide meaningful feedback. Grantees also see Aviv as a funder that invests in innovation and pushes grantees to continually improve. While Aviv is a newer foundation that just celebrated its first decade of existence, it has already built a reputation for being unusually approachable, responsive, and proactive, with potential to have an even greater effect on its impact areas and the broader philanthropic field in the years to come.

## **POSITION**

The Director of Jewish Philanthropy stewards the Foundation’s grantmaking strategies and investments in Aviv’s Jewish Impact Areas in the US. Through its grantmaking, Aviv seeks to (a) expand the influence and size of Open Orthodoxy in the American Jewish community, reflecting the desires of people who hold liberal values, especially on the role of women and the LGBTQ community, and also want to affiliate with a traditional community, (b) be supportive of organizations that bring greater depth to the experience of American Jews by enriching their lives with Jewish texts, ideas, and values that are relevant to contemporary life, thereby enhancing people’s lives by connecting them to robust individual spiritual practices and vibrant Jewish communities, and (c) represent Aviv’s commitment to the U.S. Jewish community by supporting organizations that are broad-based and foundational to Jewish life and will have impact.

## **RESPONSIBILITIES**

- Grow Aviv’s strategic portfolio of grants, amplifying the potential of existing organizations and identifying and supporting emerging organizations and leaders. This includes maximizing the opportunities within Open Orthodoxy to enrich the lives of American Jewry, and strengthening and supporting the Jewish community by advancing work that gives meaning through Jewish content.

- Develop and manage the Foundation's work in the American Jewish community by:
  - Creating strategies that reflect the Board's goals;
  - Conducting due diligence on potential investments;
  - Developing partnerships with prospective and current grantees and peer funders;
  - Stewarding relationships with grantees on behalf of Aviv;
  - Providing grantees with technical assistance, connections, and support; and
  - Helping the Board and staff stay abreast of relevant literature, key thought leaders, and trends in the field.
- Support the fields Aviv invests in by:
  - Organizing and participating in appropriate meetings, events, funder affinity groups, and conferences;
  - Developing and strengthening relevant partnerships; and
  - Identifying and promoting opportunities for research and formal learning.
- Serve as a public face of the Aviv Foundation to grantees, community and funding partners, and other stakeholders as Aviv develops and deploys strategies that build upon current effective approaches and seek to mitigate weaknesses and missed opportunities in the community.
- Partner closely with the Board to help them be more knowledgeable and strategic, and to understand their priorities.
- Contribute to Aviv's culture of empowerment, partnership, caring, risk, and excitement for its work.

## **QUALIFICATIONS**

### **Experience – Preferred**

- Experience as a Jewish educator and Jewish community leader. Familiarity with major Jewish organizations and issues, broadly and within Open Orthodoxy.

### **Experience – Required**

- Significant relevant experience (e.g. as a grantee, grantmaker, and/or consultant), ideally in a leadership role; previous grantmaking experience not required
- Knowledge of, and experience with, a variety of organizations, strategies, and the particular nuances of the Foundation's Jewish Impact Areas, and an ability to identify systemic levers for change in those areas
- Experience with synthesizing and analyzing complex information and making recommendations
- Experience with generating creative solutions to complex problems
- Experience developing productive, collaborative partnerships

### **Personal Attributes**

- Superb interpersonal skills, with the ability to develop effective relationships and partnerships both internally and externally
- Exceptional writing skills, with the ability to compellingly convey information in a way that meets the needs of the intended audience
- Dedication to quality, accuracy, and thoroughness
- An aptitude for facilitating and participating in discussions that cover a wide range of ideas, ambitions, and opinions
- Top-notch research and problem-solving skills
- Emotional intelligence and an ability to maintain tact, discretion, and confidentiality as needed for a family foundation
- Ability to serve as an effective spokesperson and ambassador for the Foundation, with strong verbal and written communication skills
- A sense of humor, patience, flexibility, and warmth

## **COMPENSATION**

- Anticipated salary is \$135K - \$165K (for 60% schedule; equivalent to \$225K - \$275K annualized), commensurate with qualifications and experience
- Attractive, competitive benefits package, including paid vacation, health insurance coverage, flexible spending program, 403(b) contribution, professional development fund, and matching gift opportunities

***Frequently cited statistics show that women and people from underrepresented groups apply to jobs only if they think they meet 100% of the criteria. If you meet many but not all the criteria and feel you may be a good fit for the role, Aviv Foundation encourages you to apply.***

***Aviv Foundation is an Equal Opportunity Employer and does not discriminate on the basis of age, color, national origin, ethnic origin, citizenship status, disability, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, marital status, veteran status, or any other characteristic protected by federal, state, or local law in its employment policies. Aviv Foundation will provide reasonable accommodations for qualified individuals with disabilities.***