



Parent Connector Job Description

PJ Library in New York is actively recruiting Parent Connectors to spark connections between families raising Jewish children in their neighborhoods and for certain affinity groups. Apply [HERE](#).

Parent Connectors will nurture relationships among families, create new, low-barrier Jewish experiences, and provide PJ Library-inspired Jewish content to families raising Jewish children (from newborns to 5 years old).

A Parent Connector will be the face of PJ Library in their community, helping families celebrate Jewish moments and create connections between families.

PJ Library in New York is seeking Parent Connectors throughout New York City, Westchester County, and Long Island to be neighborhood-based leaders. PJ Library is also actively seeking parents to lead Affinity Family Groups throughout the Metro area, supporting LGBTQ+ families, single-parent families, Jews of Color, and Israeli families.

A Parent Connector is:

- A passionate ambassador for PJ Library, sharing PJ Library with all families they encounter.
- Excited to meet, welcome, and get to know parents raising Jewish children.
- An excellent communicator and listener; excels at relationship building.
- Enthusiastic about Jewish life, and excited to infuse Jewish themes into gatherings.
- Interested in facilitating and participating in new opportunities for peers to meet each other.
- Self-motivated, curious, and open to new ideas.
- Familiar with online communication outlets for parents in their community.
- Able to work independently, as well as part of a team.
- Knowledgeable about the local community or affinity group's parent resources, both within and outside of the Jewish community. Understanding and respectful of the range of Jewish connection and knowledge among parents.
- Comfortable utilizing online platforms or willingness to learn new tools.

A first-year NY Parent Connector will be paid a stipend of \$300-400 per month, depending on the amount of gatherings they lead, and will receive an annual programming budget of \$500 to pay for approved programming materials. PJ Library in New York will provide marketing materials, training, professional development, and a supportive cohort experience for our Connector group.

continued

Parent Connector Responsibilities:

- Work up to five hours per week (or 20 hours per month), which includes time for professional development, connector cohort meetings, and supervisor calls.
- Create and implement approximately 2 activities/gatherings per month (e.g. playground meetups, informal playgroups, library story times, parents' nights) and additional one-on-one interactions with fellow parents (coffee dates, stroller walks).
- Deepen connections with families through face-to-face meetings, personal emails/texts, and social media.
- Participate in a virtual onboarding session, an in-person orientation gathering at the PJ Library in New York offices, and bi-monthly calls with the Parent Connector cohort, as well as at least monthly supervision check-ins.
- Actively share the gift of PJ Library with families they encounter.
- Collect and maintain family contact information and program attendance information.
- Support larger PJ Library programs and events as needed.

Position requirements:

- Available to work flexible schedule including weekends.
- Able to represent PJ Library in New York in a professional manner at all times.
- Lives in the neighborhood they will serve or belongs to the affinity group they will serve is preferred.
- Must be able to provide own transportation to events.
- Vaccination against COVID-19 is a condition of this position. The selected Parent Connector will be required to provide proof of vaccination and booster to Human Resources prior to start date.

This part-time role is flexible and offers a chance to welcome and connect all kinds of families raising Jewish children. Parent Connectors will be mentored and supported by PJ Library staff.

The Harold Grinspoon Foundation is an equal opportunity employer. All qualified applicants are invited to apply. For more information about the foundation and its programs, visit www.hqf.org.

To apply, please submit a quick application [HERE](#).