

Director, Community Relations

The Director will lead the Community Relations team, working closely with the Senior Director of Community Affairs to support the overall success of community relations that includes three key areas: Civic Partnerships, Interfaith/Intergroup and Educational Initiatives. This role requires a dynamic and motivated professional with experience in relationship building, strategic thinking and effective collaboration. The Director will contribute to shaping the vision for Community Relations at the Jewish Federation of Detroit, implementing strategic initiatives, and ensuring efficient operations.

Salary Range: \$75,000 - \$90,000

Functional Duties:

Strategic Leadership:

- Work alongside the Senior Director of Community Affairs and supervise other team members in devising and executing a plan for Federation's work in the community relations arena.
- Ensure strategic alignment within the Federation – working with both professional colleagues and lay leaders. This includes staffing the Community Relations Committee and collaboration with the Leadership Development Department. It also includes working with colleagues on government and media relations, Israel & Overseas, and additional community-facing teams (Philanthropic Advancement and Community Development).
- Project and Program Implementation:
- Oversee the planning and execution of key Community Relations projects and programs, ensuring they align with objectives.
- Monitor project progress, help create metrics of success, and implement strategies.
- Supervise the team that will support these projects.
- Stakeholder Engagement:
- Represent the Federation in meetings and events with interfaith/intergroup and civic partners.
- Actively engage, support and collaborate with partner organizations in the Jewish community and with synagogues.

Operations:

- Oversee day-to-day operations of the department and its programs.
- Research best practices in community relations and share with senior professional and lay leaders, enabling the Federation to continue to grow in the strategies it pursues.
- Identify opportunities for process improvement and operational efficiency within the Community Relations team.

Financial Oversight:

- Work with Federation finance team to monitor community relations budget, financial performance, and compliance.
- Collaborate with the Federation's grants writing team to pursue funding opportunities.

Successful Candidates:

- Have significant experience in working on issues related to community relations, Israel advocacy and combatting antisemitism.
- Have demonstrated experience in building and activating coalitions and grassroots involvement in community relations or public affairs.
- Be aware of the range of Jewish community organizations, especially those that are active in or concerned about community relations.
- Be comfortable and experienced in presenting on Federation issues and the Jewish community.

- Have skills in leading conversations with people who hold a diverse range of opinions on key issues in an open and respectful manner.
- Have strong written and verbal skills.
- Able to work strategically and collaboratively.
- Experience in supervising team members.
- Be a flexible team player.
- 5-7 years relevant experience

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