



Job Announcement: Bay Area Ride & Retreat Fellow

Hazon seeks to hire an outstanding person with skills in event planning and marketing to oversee and grow our successful Golden Gate Ride. Our candidate will manage marketing strategy, as well as support our year round programs. Our ideal candidate is deeply committed to Hazon's mission, versed in Jewish learning and enjoys working with people in a fast-paced environment.

This position is remotely based (home office or other) with a minimum of one day a week in San Francisco. It will be supervised by Hazon's Bay Area Director, with occasional projects supervised by Hazon staff based in New York. Additionally, this position may supervise seasonal interns.

Responsibilities include:

- Marketing to engage more participants and young adults, including managing media and communications, tabling and speaking at local events (includes occasional evenings and weekend commitments), liaising with and developing new collaborations and teams with Bay Area partner organizations;
- Strengthening and supporting the volunteer-led Ride Planning Team;
- Supporting rider fundraising strategies, locating sponsors & funding opportunities and provide customer service for event participants;
- Managing logistics for the weekend and Ride such as programming, staff/volunteer/participant schedules and needs, travel, route logistics, menu planning, accommodations, etc.
- Evaluation and follow-up related to the Ride;
- Recruiting, hiring and supervising a Ride Intern annually for four months;
- Overall broadly supporting the work of Hazon and specifically the Bay Area region in creating a healthier and more sustainable world.

Note: Applicants MUST be available to work the weekend of the 2015 Ride: May 7-10, 2015 (Mother's Day weekend).

Qualifications

- Experience with and/or ability to plan and run a multi-day event start to finish.
- Outstanding written and visual communication abilities.
- Ability to organize others, and oversee multiple details and logistics.
- Exceptional communication skills including clear and calm communication. Comfortable leading meetings of volunteers in person and on the phone, and following up on assigned tasks.
- Strong interpersonal skills and work ethic. We're looking for someone who works well with people and who works effectively in a fast-paced, high-energy, creative environment.
- Resourceful and entrepreneurial. You should be a quick learner, with good judgment and problem-solving skills, and excellent time management for both short-term and long-term planning.
- Familiarity with PC / Mac.
- A valid US Driver's License.

Salary: \$24,000-\$30,000, commensurate with experience, including benefits package.

How to Apply

Send resume and cover letter to jobs@hazon.org with “Bay Area Ride & Retreat Fellow” in the subject line. Applications will be reviewed on a rolling basis until position is filled. Expected start date is October or November 2014.

Background on Hazon

Hazon works to create healthier and more sustainable communities in the Jewish world and beyond. We're the largest dedicated environmental organization in the American Jewish community. In aggregate we're seeking to shift the nature of what it means to be Jewish in the 21st and encouraging Jewish people to have an impact in the world and transforming Jewish life in the process. We are based in New York, NY and Falls Village, CT, and have offices in San Francisco, San Diego, Boulder, Denver, and Philadelphia.

We effect change in three ways:

- Through the direct human impact of our programs;
- By supporting and networking other great people and organizations;
- Through thought-leadership (writing, speaking, teaching, campaigning).

The following values underpin our programs:

- A strong commitment to inclusive community;
- A strong commitment to volunteer involvement and leadership development;
- Multi-generationality;
- Being Jewishly serious and deeply engaged with the world around us;
- We believe in reaching people where they are and not where we might like them to be.

Hazon is an equal opportunity employer.