



## JOFEE Fellowship – Prospective Host Institution Information – Cohort 4 (2019-2020)

### About

The JOFEE Fellowship seeks to invigorate the Jewish educational landscape by seeding Jewish communities with a cadre of outstanding Jewish Outdoor, Food, Farming & Environmental Educators.

The core of our year-long fellowship and certification program is built around professional placements at host institutions around the country. Fellows will also receive intensive training, mentorship, and support from leading educators and other professionals in the JOFEE field.

### Important Dates

August 15, 2018	Final application deadline for host institutions
September 7, 2018	Final conditional acceptances sent to host institutions General recruitment begins / continues for fellows
October 5, 2018	Application deadline for fellows
Early November 2018	Matching process begins with fellows and hosts
December 14, 2018	Match deadline for hosts & fellows
February 19, 2019	Final date for Fellows to begin work placements*
March 5 – 19, 2019	JOFEE Fellowship orientation and training intensive Isabella Freedman Jewish Retreat Center – Falls Village, CT
Early Fall 2019	JOFEE Network Gathering & Mid-year Training Seminar Exact dates & location TBD
January 2020	Final seminar and closing Siyum Exact dates & location TBD

*\*All fellows must begin work placements no later than February 19, 2019 for full on-boarding and development of their JOFEE work plan with the support of their supervisor. Fellowship orientation and training seminar 1 (March 5-19) will incorporate structured program planning and development workshops that build substantially off Fellows' initial weeks in their placements.*

### Host Site Eligibility

Host institutions may be either organizations that specialize in JOFEE programs (“JOFEE organizations”) or Jewish communal organizations/institutions with a broader communal focus (e.g. Federations, Jewish camps, JCCs, synagogues, etc) that are able to demonstrate a high commitment to JOFEE programming and the capacity to support one or more JOFEE Fellows in the planning, coordination, and implementation of JOFEE programs.

### Financial arrangements:

The JOFEE Fellowship is made possible with substantial funding from Jim Joseph Foundation and additional contributions from host institutions. Host institutions are responsible for the following:

- Program fee to be paid to Hazon: \$15,000
- Minimum annualized salary to be paid to JOFEE Fellow: \$30,000
- Fellows must be employed as full-time employees with a standard benefits package for your organization for the duration of the Fellowship program;



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- In-kind costs provided by the host institution (e.g. room and board) may be factored into a reduced salary at an appropriate rate, pending approval by Hazon and acceptance of employment terms by your (prospective) JOFEE Fellow;
- Program fee includes full tuition and program costs for training seminars, travel, mentorship, additional professional development, and professional JOFEE certification;
- *Limited subsidies may be available – please contact Hazon for more information;*

### **JOFEE Network Gathering**

Supervisors are warmly invited and encouraged to join JOFEE Fellows, mentors, and professionals from around the country at the 4<sup>th</sup> Annual JOFEE Network Gathering in Early Fall 2019. Travel and registration subsidies will be made available to supervisors at JOFEE Fellowship placements. Further details to follow.

### **JOFEE Fellow Candidates**

*A – Direct Nomination:* An existing employee may be nominated for the Fellowship provided they meet the eligibility requirements and that transitioning to being a JOFEE Fellow will enable this person to develop skills and experience otherwise not feasible in their current role. Similarly, you may know of a potential JOFEE candidate in your community who does not currently work for your organization but who you plan to hire as a JOFEE Fellow. If you have either such persons in mind, you will be asked to identify them and describe their qualifications, current position, and how being a JOFEE Fellow would further enable their abilities and leadership as a JOFEE professional. (*please note – direct nominations must still complete the full JOFEE Fellowship application separately from the host application*)

*B – Open Position (new hire):* If you do not have a direct nomination, Hazon will attempt to match your organization with well-qualified candidates from our general application pool. If this applies to your organization, you will be asked to describe your ideal qualifications for such a candidate, and how placement as a JOFEE Fellow at your organization will enable to this person to grow and strengthen their abilities and leadership as a JOFEE professional. We also encourage you to promote the open position locally / throughout your networks. For more information on JOFEE Fellow eligibility, please visit our [website](#).

Questions? Ready to apply? Go to the [website](#) to complete the host institution inquiry form for a complete application and send any questions to Yoshi Silverstein, Director of JOFEE Fellowship: [Yoshi.silverstein@hazon.org](mailto:Yoshi.silverstein@hazon.org).