**Kingston Liberal Synagogue (KLS): Job Description for new Rabbi**

**Job title:** Rabbi, Kingston Liberal Synagogue (KLS)

**Reports to:** Chair, KLS Council

**Working hours**: Full time, but flexible arrangements considered. The post will involve work at unsocial hours

**Job purpose:** To provide religious, pastoral and educational leadership to the KLS community

**The post holder must be eligible to join the Liberal Judaism Rabbinic Conference.**

This job description is a guide to the duties of this post. It may be amended to meet the changing requirements of KLS, after full discussion with the job holder.

**Key responsibilities:**

* To provide religious and spiritual leadership and pastoral care, and to invigorate and energise this established and welcoming community.
* To inspire, challenge and encourage all members in their Jewish knowledge, understanding, beliefs and practices: to act as leader, mentor and role model.
* To promote communal activity, support and inspire voluntary effort at KLS, and work to build membership numbers.

**Principal duties:**

 **Pastoral**

* To attend to the pastoral, welfare and personal needs of KLS members; to visit the sick, elderly and bereaved; to counsel those with family or other personal problems.
* To officiate at, provide guidance for, and help the planning and preparation of, Bar and Batmitzvahs, weddings, funerals and other life-cycle events.

**Communal**

* To engage with individuals and families within the community of all ages and stages of life.
* To seek out and welcome new members and help them to integrate in all aspects of KLS life.
* To attend, participate in and, where appropriate, assist in planning communal activities and events.
* To foster co-operation and good relations with other local synagogues, and with inter-faith and secular groups in the area.

**Young people**

* To engage actively with young people in the KLS community, as inspirational leader and role model.
* To create a warm and welcoming environment for children in the KLS building and at KLS activities.
* To be Principal of KLS’ Religion School, Beiteinu, line-managing its Head, overseeing its curriculum, and working actively with the lay leadership to maintain and if possible increase student numbers.

**Religious**

* To lead inclusive, creative and stimulating services.
* To deliver sermons which educate, inform, challenge and inspire members of the congregation.
* To answer members’ religious queries and act as the authority on religious issues for KLS.
* To build up and support the lay leadership to deliver services.

**Educational**

* To develop and enhance members’ Jewish knowledge.
* To formulate, and lead or deliver, education programmes which appeal to members of various levels of religious observance and knowledge, and which broaden and deepen their knowledge.
* To help KLS members understand what it means to be a Liberal Jew in a modern, diverse and multicultural society.

**Administrative**

* To work closely and constructively with the KLS Council.
* To be the main point of contact between KLS and Liberal Judaism.
* To be an effective and positive line manager to the Synagogue Co-ordinator.
* To carry out the legal responsibilities which go with running a building to which many people, of all ages, have access.

This post is exempt from the provisions of section 4(2) of the Rehabilitation of Offenders Act 1974, by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.