



CHARLES AND LYNN
SCHUSTERMAN
FAMILY FOUNDATION

Program Officer

Jerusalem, Israel

Overview:

The Charles and Lynn Schusterman Family Foundation (Schusterman) is a global organization that seeks to improve lives, strengthen communities and reduce inequality. Our philanthropic vision is grounded in a commitment to pursue justice, repair the world and treat all people with dignity and civility. We invest in efforts to improve public education in the United States, strengthen the Jewish people and Israel, and address the needs of marginalized individuals and communities. www.schusterman.org

Responsibilities:

The Program Officer is a member of the REALITY team based in Schusterman's Israel office. A description of the REALITY team can be found at <https://www.schusterman.org/realityexperience>. The Program Officer supports the content development, implementation, and evaluation of REALITY Israel journeys and programs.

Qualifications:

The following qualifications are representative of the high level of demonstrated skills, maturity, judgment and ability to work with a wide range of constituencies required of Schusterman employees:

- At least 4 years of relevant professional experience. A Bachelor's degree is required.
- Excellent verbal and written communication and interpersonal skills in both Hebrew and English necessary to develop cooperative working relationships with supervisory personnel, co-workers, colleagues, current and potential participants, program partners and the general public required.
- Experience in facilitation, as well as content design and curation for educational and/or leadership and/or professional development programs required.
- Analytical and research abilities necessary to help plan and implement complex programs and activities, collect and evaluate data, and identify new opportunities required.
- Deep familiarity with Israeli society, politics and history and with relevant programs, industries and ecosystems in Israel required.
- Ability to exercise discretion and tact in difficult or confidential situations and an ability to project a positive, professional image to the public required.
- Demonstrated ability to infuse creativity, innovation and insight into program design and implementation required.
- Strong project management and operational experience required.
- Ability to travel in-country frequently and internationally upon occasion, required.
- PC skills (with proficiency in Microsoft Outlook, Word, Excel and PowerPoint): (a) modern office practices, automations and procedures; (b) the use of office machines, equipment and software; and (c) basic web skills and comfort required.

How to Apply

- Interested applicants should submit a cover letter and resume to jobs@schusterman.org with a subject line of "Program Officer - Israel." Schusterman does not cover relocation expenses for this position.

The Charles and Lynn Schusterman Family Foundation is an Equal Opportunity Employer. Schusterman promotes diversity and provides equal employment opportunities without regard to race, color, national origin, ancestry, sex, gender, gender identity, gender expression, religious creed, disability, genetic information, age, marital status, sexual orientation, or military and veteran status. We encourage individuals of all backgrounds to apply.