



CHILDREN'S DEPARTMENT ASSISTANT PART-TIME TERM POSITION

The Rady JCC is currently seeking a dynamic individual to join its team as a part-time Children's Department Assistant for a term position from September 2026 to June 2027.

This position requires availability on most Sundays, some Saturday evenings, and once mid-week. The candidate should also be 18+ years of age.

GENERAL DUTIES AND RESPONSIBILITIES:

- Supervise and execute the majority of Rady children's programs over the weekends, including but not limited to *Rady Family Fun Zone*, *Rady Birthday Parties*, *Strictly Tweens*, and *Kids at the J*
- Effectively manage the Rady Children's Department staff
- Be present at the Rady JCC on the weekends during all children's programming
- Supervise and execute other weekend programs as directed
- Act as the primary contact for scheduling Rady-planned weekend birthday parties
- Communicate with parents of Children's Department program participants as needed

This Children's Department Assistant reports directly to the Rady JCC Manager of Programming for all matters.

WHY CHOOSE RADY?

The Rady JCC aspires to be a vibrant and welcoming community where Jewish culture and values flourish, where families and friendships are strengthened, where healthy and active lifestyles are encouraged, and where we contribute to the well-being of the entire community by ensuring our programs and services are available to all.

We offer competitive wages and other great amenities to our staff.

HOW TO APPLY:

Interested in being part of the Rady team? Submit your cover letter and resume no later than Thursday, September 3, to the attention of Natali Halberthal, Manager of Programming, at nhalberthal@radyjcc.com.

Please note that only those requested for an interview will be contacted.