



CHIEF OPERATING OFFICER – BNEI AKIVA UK

Location: London NW11

Salary: £32k-£40k

Bnei Akiva UK is a leading UK Jewish Youth Movement with an extensive history of youth empowerment, and an established place in the Anglo-Jewish community. We are seeking a Chief Operating Officer to work on behalf the Trustees and Directors, helping support, guide and empower our youth leadership.

The Chief Operating Officer will be responsible for:

- Line management of the Office Staff and Mazkirut.
- Ensuring that all elements of Bnei Akiva are run professionally, compliantly, efficiently and with a long-term strategy in mind.
- Helping to ensure the long-term financial future of Bnei Akiva UK.
- Overseeing budgeting for programming and events.
- Overseeing operations and logistics for Bnei Akiva's local, national and international programmes.
- Ensuring coordinated and professional marketing output and maintaining positive PR and high customer service standards.
- Maintaining positive relationships with external suppliers and partners.

Required Skills

- An understanding of the role Bnei Akiva plays in the Jewish Community.
- An understanding of youth empowerment.
- A high degree of IT and computer literacy.
- Experience in managing complex partnerships with multiple providers.
- Ability to lead teams towards successful implementation of key goals.
- A leader who inspires and empowers.

Desirable Skills

- Knowledge of Safeguarding legislation.
- Experience holding a senior voluntary position within the movement.
- Knowledge of the charity sector and relevant legislation.
- Experience or knowledge of using Office 365 and CRM platforms.
- Experience in an operations or event management role.

To apply please email your CV, a cover letter and an application form to operations@bauk.org. Application forms can be found at www.bauk.org/vacancies.