World Jewish Congress
NEXTGEN COORDINATOR

The World Jewish Congress (WJC) is the international organization that represents over 100 Jewish communities and organizations around the world. It advocates on their behalf towards governments, parliaments, international organizations, and other faiths. The WJC represents the plurality of the Jewish people and is politically non-partisan.

WJC NextGen serves as the future leadership division of the World Jewish Congress and works to identify, engage, and train young Jewish leaders from across the globe. NextGen empowers the student’s work today and prepares them to confront the challenges of tomorrow.

The NextGen team has an opening for a full-time position at the WJC offices in New York City, to serve as a Coordinator for the program’s projects, support its development of partnerships, and advance the strategic goals of this unique and impactful program.

This position is best fitted to an individual eager to learn about Jewish communities worldwide, experience working in a diplomatic NGO, engage, develop, and support a network of young Jewish leaders around the world and gain strong management experience.

What the position will entail:

The NextGen Coordinator will work closely with the Senior Manager of WJC NextGen to advance and coordinate the Ronald S. Lauder Fellowship, Start-Up Nation Mentorship, NextGen Inc. Jewish Student Idea Incubator, and additional projects in development. The coordinator will also support and develop partnerships.

The candidate will interact with and manage a highly selective group of Lauder Fellows across the world, create and implement seminars and lead educational sessions – both virtually and in-person, perform outreach to Jewish communities, and more.

Key functions within the role include:

- People & project management
- Event planning and logistics
- Strategic and long-term planning
- Partnership coordination

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The ideal candidate will possess the following qualifications:

- 2-3 years’ professional experience, youth/student organization, future leadership/leadership development and Jewish organizational experience is a strong advantage
- Strong communication, interpersonal, and teamwork skills are essential.
- Ability to manage and track multiple projects
- A strong commitment to the Jewish community, human rights, and working with young leaders.
- Good understanding of Microsoft 365 and fluency in digital and social media.

Only candidates with US citizenship or US work permits will be considered. The World Jewish Congress is an equal opportunity employer.

Applicants should submit their resume & cover letter to yoni.hammerman@wjc.org