

Ramah Day Camp Greater DC

Mishlachat & Israel Programs Coordinator

Job Description – Updated Feb. 2025

Position Overview:

Ramah Day Camp Greater DC is seeking a passionate and organized **Mishlachat & Israel Programs Coordinator** to support our Israeli delegation (Mishlachat) and enhance Israel-focused programming throughout camp. This role involves providing both logistical and personal support to our Israeli staff, fostering meaningful connections between the Mishlachat and the camp community, and ensuring that Israel education is seamlessly integrated into all aspects of camp life.

Key Responsibilities:

- **Mishlachat Support:** Serve as the primary contact for the Israeli delegation, assisting with logistics, scheduling, and general well-being throughout the summer.
- **Housing & Logistics Coordination:** Oversee housing arrangements, transportation, and daily needs for the Mishlachat, ensuring a smooth and enjoyable experience. Communicate any issues promptly to the **Head of Israel Education** and/or **Camp Director**.
- **Israel Programming:** Plan and oversee, in collaboration with the Mishlachat and Head of Israel Education, the annual **Yom Yisrael** program. Additionally, work with program staff to integrate Israel into specialty areas across camp.
- **Israel and/or Hebrew-themed Electives:** Help plan and lead at least one elective per session about Israel or in Hebrew. Might involve direct instruction, working with shlichim to facilitate their chugim, or a combination of both.
- **Cultural Integration:** Facilitate a welcoming and inclusive environment by bridging cultural gaps between American and Israeli staff.
- **Host Parent & Staff Communication:** Serve as a point of contact for families and staff regarding Israel programming and Mishlachat involvement in camp activities.
- **General Office Support:** Assist with administrative tasks as needed and collaborate with the camp leadership team to support daily operations.

Qualifications & Skills:

- Passion for Israel education, Israeli culture, and Jewish camp experiences.
- Working knowledge of **Hebrew** is highly desired.
- Strong organizational and leadership skills.
- Ability to problem-solve and manage logistics efficiently.
- Comfortable working in a fast-paced camp setting.

- Proficiency in **Google Docs, Google Forms, Excel, and Outlook.**

Compensation & Benefits:

- **Salary:** \$3500 per summer with \$500 for some pre-camp and evening work. Camp dates are June 16-August 8, pre-camp work will likely begin around June 1.
- **Additional Perks:** Camper discount available for staff with camper-aged children.

If you are passionate about strengthening connections between campers and Israel while supporting our amazing Mishlachot, we'd love to have you [join our team!](#)

(This job may be able to be combined with our Rosh Yahadut position for a more robust role. Please [contact Rabbi Jill Levy](#) if you are interested in learning more.)