

employment opportunity

# Executive Director

at



**Location: Madison, Wisconsin**

**75% appointment, 30 hours per week**

presented exclusively by

peter  
gray  
executive  
search



recruiting  
social  
impact  
leaders

to apply: [bit.ly/BIC-ED-apply](https://bit.ly/BIC-ED-apply)

employment opportunity: Executive Director at [Beth Israel Center](#)

# **Beth Israel Center is hiring an Executive Director**

***Peter Gray Executive Search is Beth Israel Center's  
exclusively retained partner for this executive search***

## about Beth Israel Center

**[Beth Israel Center](#) is Madison, Wisconsin's Conservative Jewish congregation.**

Beth Israel Center is a vibrant, caring, spiritual home of 275 member households where people explore and nurture their unique Jewish identities, creating together an inclusive, diverse *kehillah* (community) that is alive with celebration, learning, prayer and a commitment to social justice. At Beth Israel Center, Conservative Judaism resonates with our contemporary lives, while our tradition grounds us meaningfully in the present moment.



employment opportunity: Executive Director at [Beth Israel Center](#)

## Beth Israel Center's mission and vision

### **Mission:**

To be a vibrant, caring spiritual home where we explore and nurture our unique Jewish identities. Together, we create a kehillah (community) that is traditional, egalitarian and alive with celebration, learning, prayer and tikkun olam (repairing the world). At Beth Israel Center, Conservative Judaism resonates with our contemporary lives, while our tradition grounds us meaningfully in the present moment.

### **Vision:**

#### **Beit Tefillah – House of Prayer**

We strive for inspiring, participatory ritual that nurtures our souls and elevates the spiritual life of our congregational community.

Our traditional, egalitarian tefillot (prayers) help us to live with a sense of purpose, interconnection and kedushah (holiness). We celebrate Shabbat and holidays, gather for daily worship, and share lifecycle events as a multi-generational community. Our traditions inform and guide us in joyful and difficult times.

#### **Beit Kneset – House of Gathering**

We strive to be a synagogue community that is warm, welcoming and inclusive.

We gather in a variety of settings to celebrate joyful occasions and to support each other. We provide social, educational, spiritual and cultural opportunities for all ages. We use the talents of our members and, together, act as partners and leaders in making our world a better place through tzedekah (righteousness), gemilut hasadim (loving-kindness) and engagement with the broader community and Israel.

#### **Beit Midrash – House of Study**

We strive to be a congregation in which everything we do deepens our appreciation for and connection to Judaism.

We offer dynamic Jewish learning opportunities for all ages that foster connection to Torah, Jewish life, and Eretz Yisrael. Our youth programs, both educational and social, ignite a lifelong love for Judaism and cultivate future Jewish leadership. Our Talmud Torah helps its [students](#) master skills and deepen knowledge so they can participate fully and meaningfully in Jewish life. Family education opportunities excite and engage children and adults, instilling appreciation for Jewish learning and living. Our Adult Jewish Learning Program empowers all who are interested to connect with our rich tradition of Torah LiShma (study for its own sake).

#### **Shmirat Beiteinu – Caring for our Home**

We strive to be a congregation of which all are proud to be members.

We look to current knowledge and research to inform how we govern ourselves. We manage our resources responsibly, maintain and enhance our sacred gathering spaces, and treat one another with derech eretz, respect and caring.

## about the position

The Executive Director provides strategic leadership in development and membership relations, manages financial sustainability and board relations, and has oversight of Beth Israel Center's \$800,000 annual budget for staff, building and business operations. This position reports to the Board of Directors and works collaboratively with the Rabbi and staff, with management responsibility for operations and administrative support staff (an administrative assistant and part-time operations manager).

**This is a 75% appointment/30 hours per week position.**

The Executive Director's primary responsibilities are:

### **Development & Member Relations (approx. 15 hours per week)**

- Creates development and fundraising strategy with the Board; manages/facilitates/coordinates Development Committee. Oversees and participates in major fundraising programs and events.
- Fundraising/donor support: Identifies and seeks new donor sources while maintaining current donors and strategies in collaboration with the Development Committee and Investment Committee; manages attainment of income and fundraising goals.
- Member cultivation: in coordination with the Membership Committee, the Rabbi, and other synagogue staff, develops and implements outreach and member recruitment strategies for building new membership by maintaining regular visibility during community events, facilitating connections, and by engaging members in synagogue life and activities.
- Member relations: welcomes prospective and current members of the congregation; facilitates connections with and within the synagogue family.

### **Strategic Planning & Mentorship (approx. 6 hours per week)**

- Provides input into the long-term strategic plans for the organization with Board, Rabbi, staff, and other relevant key stakeholders to ensure that the organization: establishes thriving community; continuously builds a sound base of members and volunteers; and establishes and maintains financial sustainability.
- Provides direction and leadership toward the achievement of BIC's mission, strategy, annual objectives and budget through the development strategy.
- Meets regularly with the Rabbi, and other synagogue staff, and the President of the Board of Directors to align development efforts; maintaining calendar with Director of Operations such that programs are aligned with Beth Israel Center's mission and development goals.
- Effectively leads, manages, and develops BIC administrative staff. Participates in hiring, coaching, and mentoring staff. Assists synagogue staff in identifying long-term goals and planning to meet those goals. Creates a supportive culture that attracts, retains, empowers and motivates a committed team of engaged employees and volunteers.



employment opportunity: Executive Director at [Beth Israel Center](#)

### **Financial Management and Sustainability (approx. 4.5 hours per week)**

- Prepares, sets, and manages the organization's budget in collaboration with VP Finance, Budget Committee, and Board. Works with VP of Finance in preparation of financial reports that are consistent with Board, funding organization, and accounting principles.
- Oversees fiscal accountability and resource allocation. Working with Operations Manager and Bookkeeper to maintain financial and official records, and ensures compliance with federal, state and local regulations and reporting requirements.

### **Communications & Marketing (approx. 3 hours per week)**

- Oversees communications and marketing strategy, including emails, the website, social media, and all published synagogue materials (brochures, newsletters, etc.).
- Works with Operations Manager to engage staff, volunteers, and/or contractors to update the website and materials, and to ensure website and materials reflect congregational vision and mission and are accessible to members and donors.



### **Board Relations (approx. 1.5 hours per week)**

- Provides appropriate, adequate, and timely information to the Board through monthly reports and annual goal plans.
- Presents new development policies, procedures, and programs to the Board of Directors for approval, as appropriate.
- Actively participates at the Board and committee meetings, provides guidance in creating policies, and follows through with Board directives as needed. Attends Board of Directors meetings and other committee meetings in an ex officio capacity.
- Collaborates with Nominations Committee to support filling the Board Committees as requested.

employment opportunity: Executive Director at [Beth Israel Center](#)

## skills and experience sought

The ideal candidate will possess the following skills and experience:

- Nonprofit general management experience, including staff and budget oversight.
- Strong relationship-building skills. This is foundational to every aspect of the work.
- Strong fundraising acumen, including the ability to develop fundraising strategies, cultivate donors, mentor and coach staff on fundraising skills, and engage members and volunteers.



- Strong analytical, critical thinking, problem-solving, organizational, and decision-making skills, with an ability to work collaboratively, delegate, set and meet deadlines, and hold self and others accountable.
- Strong verbal and written communication skills.
- Growth mindset, with an openness to new ideas and to learning new skills.
- Ability to engage and respond to an active Board of Directors and be a trusted advisor to the Rabbi, Board, staff, and membership.
- Mission driven, with appreciation of Jewish culture and openness to engage and embrace Jewish values.

employment opportunity: Executive Director at [Beth Israel Center](#)

## job location: Madison, Wisconsin

Beth Israel Center is [located](#) on the west side of Madison, Wisconsin.

Due to the place-based nature of the work, this is an onsite position whose responsibilities cannot be fulfilled remotely. So the Executive Director is expected to reside in the Madison metro area, and to commute to the Beth Israel Center office daily.

This is a national search, and Beth Israel Center is ready to offer financial assistance for relocation.

### TO MADISON BY CAR:

From Milwaukee: 79 miles, 1½ hours

From Dubuque: 91 miles, 1¾ hours

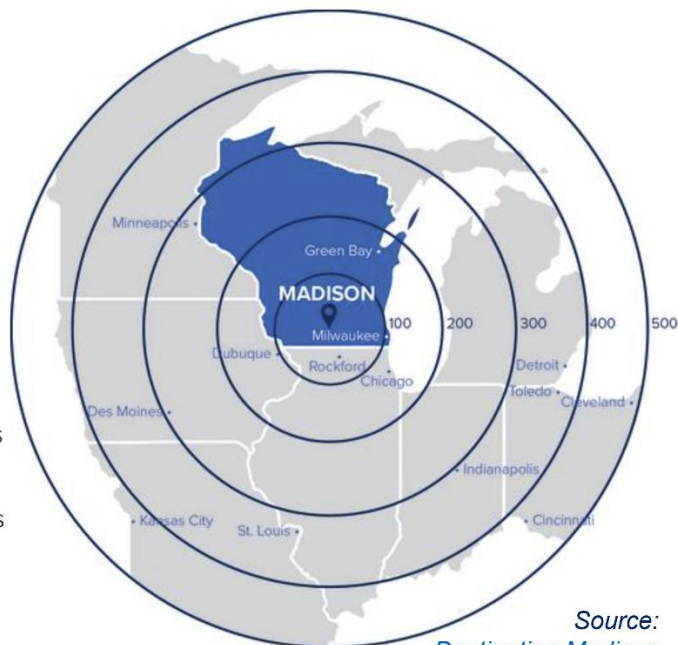
From Chicago: 147 miles, 2½ hours

From Green Bay: 140 miles, 2½ hours

From Minneapolis: 273 miles, 4½ hours

From Des Moines: 292 miles, 4¾ hours

From St. Louis: 359 miles, 5½ hours



Source:  
[Destination Madison](#)

employment opportunity: Executive Director at [Beth Israel Center](#)

## about Madison, Wisconsin

Madison, Wisconsin is a vibrant city of over 270,000 residents. Its Dane County metro area is home to over 560,000 residents, making it Wisconsin's second largest metro, after Milwaukee.

Madison is the capital of Wisconsin, a world-class [research & technology university](#) city, and a thriving creative-class hub.



Nestled on a chain of scenic lakes, the Madison region has been home to the [Ho-Chunk nation](#) for over 11,000 years. Its Ho-Chunk name is [Dejope](#), meaning "Four Lakes." The region also has the world's largest concentration of [Indian effigy mounds](#). There are dozens on the University of Wisconsin-Madison campus alone.

Madison is consistently named one of the [best places to live](#) in US nationwide rankings and surveys. Madison earns accolades for its [green & healthy](#) lifestyle, its [gender parity at work](#), its [educational attainment](#), its [family-friendliness](#), its [sports](#), its great [beer](#) scene, and even its [happiness](#). (See Madison [fun facts](#) and [things to do](#))

Madison has the strongest local economy and job market in its region, if not nationwide. Wisconsin's unemployment rate consistently trends below the US average. Dane County (metro Madison) is consistently the lowest-unemployment county in Wisconsin, with [2% unemployment in December 2023](#). (Compare to unemployment rates of [3.3% statewide](#) and [3.7% nationwide](#)). National and global companies headquartered in metro Madison include [Epic Systems](#), [American Family Insurance](#), [Exact Sciences](#), [Lands End](#), [CUNA Mutual](#), [Promega](#), [ETC](#), and [Sub-Zero](#).

Madison has a vibrant nonprofit sector. Locals like to say Madison has the most nonprofits per capita of any US city. (Don't tell them [this report](#) ranks Madison #2!)

With a median home cost of \$337,500, Madison offers a lower [cost of living](#) than many desirable metros.

Madison's racial and ethnic [demographics](#): 72% non-Hispanic White, 9% Asian, 8% Hispanic, 7% Black, 4% other.

Business and civic organizations active in Madison include the [Greater Madison Chamber of Commerce](#), [Downtown Madison Inc.](#), the [Madison Black Chamber of Commerce](#), the [Latino Chamber of Commerce of Dane County](#), the [Hmong Wisconsin Chamber of Commerce](#), and the [Wisconsin LGBT Chamber of Commerce](#).



employment opportunity: Executive Director at [Beth Israel Center](#)

## about Jewish life and culture in Madison, Wisconsin



Madison's [Gates of Heaven Synagogue](#), one of the oldest synagogues in America, is on the National Register of Historic Places.

Madison has a thriving community of about 5,000 Jewish residents, and a rich [Jewish history](#).

In addition to [Beth Israel Center](#) with about 275 families, Madison's other Jewish congregations include:

- [Temple Beth El](#) (Reform) – about 575 families.
- [Congregation Shaarei Shamayim](#) (Reconstructionist) – about 150 families.

Other organizations include:

- [Jewish Federation of Madison](#).
- [Chabad of Madison](#).
- [University of Wisconsin Hillel Foundation](#).
- [Jewish Social Services of Madison](#).
- [Madison African American-Jewish Friendship Group](#).

Youth programs include:

- [Gan HaYeled Preschool](#).
- [Midrasha Hebrew High School](#).
- [Camp Shalom](#), the largest summer day camp in Dane County, serving the Jewish community and the broader community with over 900 campers participating every summer.

employment opportunity: Executive Director at [Beth Israel Center](#)

## salary and benefits

Beth Israel Center's Executive Director position has an annualized full-time equivalent salary range of \$93,000 - \$100,000.

**As a 75% appointment/30 hours per week position, the prorated salary range is \$70,000 - \$75,000.**



Beth Israel Center's employee benefits include employer-subsidized group health and dental plans; disability insurance; 401(k) retirement plan with a generous employer match; paid family medical leave and bereavement leave; and generous paid time off.

employment opportunity: Executive Director at [Beth Israel Center](#)

interested?

Please [apply confidentially](#): [bit.ly/BIC-ED-apply](https://bit.ly/BIC-ED-apply)

**Deadline: rolling.** The position is open until filled. It was announced on **January 29, 2024**. Rather than setting an application deadline, we are considering applications and holding interviews on a rolling basis. For best consideration, please apply promptly; and please complete all questions in the application, including the cover letter/personal statement. Our goal is to fill this position by **April 2024**.



Beth Israel Center has exclusively retained [Peter Gray Executive Search](#) to conduct the search for its new Executive Director. Peter Gray Executive Search is a social impact executive search firm.

Beth Israel Center and Peter Gray Executive Search are equal opportunity employers, committed to attracting candidates representing a diverse range of backgrounds. Beth Israel Center strongly believes it benefits from the perspectives and talents of a racially and culturally diverse staff.

employment opportunity: Executive Director at [Beth Israel Center](#)

## about peter gray executive search



**Peter Gray** (he/him) is a recovering Wall Street recruiter who now recruits social impact leaders and fights bias in hiring.

As founder and CEO of [Peter Gray Executive Search](#), he guides nonprofit organizations and social impact employers through [leadership succession](#) and other [strategic hiring](#). He also [trains](#) employers on diversifying hiring outcomes, and [coaches](#) individuals on overcoming bias in job search and career advancement.

Peter began his career in executive search at Korn Ferry in New York City. He gives back as a volunteer adviser, fundraiser, and board member for nonprofit and civic organizations. He chairs the Boys & Girls Clubs of Dane County's [Move 'n' Groove for Boys & Girls Clubs](#) campaign, which has raised over \$10 million for youth development.

Peter holds a BA from Harvard University, and an MBA from Columbia Business School.

[peter@petergraysearch.com](mailto:peter@petergraysearch.com)

(608) 616-5165

[linkedin.com/in/graypeter](https://www.linkedin.com/in/graypeter)