



POSITION DESCRIPTION

Position Title: Southern California Regional Political Director
Reports to: Political Director
Start Date: January 1, 2010

Organization

J Street is the political arm of the pro-Israel, pro-peace movement. J Street's mission is to change the dynamics of American politics when it comes to Israel and the Middle East and to open up greater debate and discussion in the American Jewish community on what it means to be pro-Israel.

The J Street family of organizations includes J Street – a 501(c)(4) non-profit which is responsible for lobbying and advocacy; JStreetPAC – a legally independent and unconnected federal political action committee that endorses and raises money for federal candidates; and the J Street Education Fund – a 501(c)(3) non-profit which runs education programs on campuses, speakers tours and trips to Israel. The effort, launched in April 2008, has grown quickly to have a \$4 million budget across all three organizations and a staff of over twenty. Further expansion is planned for 2010 including the integration of Brit Tzedek v'Shalom's national grassroots network into an ambitious national field operation with staff, activists, and chapters across the country.

J Street believes that Israel's most vital security interest is to reach a negotiated two-state solution to the Israeli-Palestinian conflict. This is not only a necessity for securing Israel's future as a democratic, Jewish homeland but also vital to America's diplomatic and security interests with respect to the broader Middle East. We seek to base American policy in the Middle East on resolving conflicts through diplomacy and achieving security for Israel and the United States through lasting peace.

J Street is rooted in the American Jewish community but brings together Americans of all faiths who believe that American, Israeli, Palestinian and global interests are best served by a comprehensive, regional resolution to the region's conflicts made possible by assertive American diplomacy.

Position

The Southern California Regional Political Director will be responsible for coordinating all of J Street's development and political work in Greater Los Angeles and elsewhere in Southern California. Greater Los Angeles is a key national leadership hub for J Street,

and we are looking to grow both our National Finance Committee and J-NET, a network of political donors and J Street supporters who will make J Street's agenda a priority in their own political work and giving. Members of the J-NET will be the primary points of contact in their community with elected officials and candidates running for office. They will help with lobbying and serve as J Street's eyes and ears on the ground evaluating key political dynamics. The Southern California Regional Political Director will also work with the Executive Director and Political Director to advance J Street's aggressive development goals which includes identifying and recruiting high-donor prospects and holding a major fundraising event in Los Angeles in 2010.

Responsibilities

The Southern California Regional Political Director will have duties working for both J Street (the c4 lobby) and JStreetPAC and be responsible for overseeing all of J Street's political and development in Greater Los Angeles and Southern California by:

- Working closely with our existing base of activists and supporters
- Actively recruiting politically-active individuals/donors to add to our J-NET and National Finance Committee
- Coordinating periodic fundraising trips to the region by the Executive Director and/or Political Director
- Overseeing the regional political work and regularly interacting with all Finance Committee and J-NET members in Southern California
- Developing an outreach plan for the Southern California Congressional delegation and establishing a network of points of contact with each elected official
- Lobbying and advocating as necessary to advance J Street's legislative priorities
- Arranging introductory meetings with congressional members and candidates
- Evaluating key political dynamics in Southern California (e.g. competitive races and open seats) and keeping the DC staff informed of those evolving political dynamics
- Planning and coordinating a J Street fundraising event in Los Angeles in 2010
- Planning/coordinating fundraisers for elective candidates endorsed by JStreetPAC
- Working with the field team to align the local J-NET and grass-roots lobbying work
- Attending Jewish communal events and speaking periodically on J Street's behalf

Specific aspects of the Southern California Regional Political Director's job will include:

Fundraising – the Coordinator will be expected to solicit contributions from new and existing donors. The Coordinator will also be responsible for maintaining regular contact with all J-NET and National Finance Committee members in the region and keeping them informed and engaged in J Street's work.

Recruitment – the Coordinator will be expected to work closely with DC staff and lay leaders to add additional members and donors to the J-NET. In coordination with the Political Director the coordinator will establish concrete recruitment targets for the Southern California J-NET for each of the next two years.

Political – the Coordinator will work with lay leaders of the J-NET to ensure that J Street has up-to-date information on candidates likely to run for federal office and to oversee outreach by regional J-NET members to new candidates.

Desired Skills and Characteristics

The ideal candidate will be highly intelligent and have extensive lay/professional experience working in the organized Jewish and/or political communities, as well as the following attributes:

- Highly organized and able to prioritize multiple tasks and work independently;
- Personally engaging and eager to work with lay leaders and staff;
- Experience working with donors and maintaining donor relations;
- Strong written and verbal skills;
- Some event planning experience; and
- A strong commitment to J Street’s pro-Israel/pro-peace mission and a solid knowledge of the Arab-Israel and Israeli-Palestinian conflicts;

Compensation and Hours

J Street is prepared to pay roughly \$2,500 per month for this part-time position. Weekly and monthly hours and duties will fluctuate based on J Street legislative priorities and event schedules.

To Apply

Please submit by **e-mail**: 1) cover letter that explains why you are interested and qualified; 2) resume; and 3) list of three references to resumes@jstreet.org and indicate “Southern California Regional Political Director” in the subject line.

J Street is an Equal Opportunity Employer.