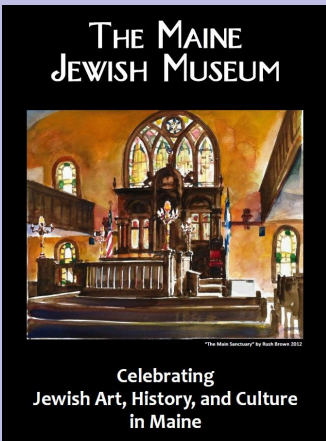




## Celebrating Jewish Art, History, and Culture in Maine THE MAINE JEWISH MUSEUM



Maine Jewish Museum  
267 Congress St.  
Portland ME 04101  
207-773-2339  
[mainejewishmuseum.org](http://mainejewishmuseum.org)

Hours: M-F 10:00-4:00  
Often later, call ahead.  
NOW OPEN SUNDAYS  
1:00-5:00

**Rabbi Gary Berenson**  
Executive Director  
[portlandrabbi@gmail.com](mailto:portlandrabbi@gmail.com)  
207-329-9854

**Nancy Davidson,**  
Curator in Residence  
[nancyd.mjm@gmail.com](mailto:nancyd.mjm@gmail.com)  
207-239-4774

**2017-2018**  
**Board of Directors**  
*President:* Steven Brinn  
*Vice President:*  
Jody Sataloff, Founding,  
Immediate Past President  
*Treasurer:* Aaron Shapiro  
*Secretary:* Beth Tableman  
*Founding Executive Director:*  
Rabbi Gary Berenson

**Board members at large:**  
Andy Brenner  
Harris Gleckman  
Sari Greene  
Barry Hoffman



### Job Opening!

**Maine Jewish Museum**  
**Development Director (part time)**

#### Position Description

The Development Director (DD) is the fundraising leader of the organization, responsible for overseeing and directing the Museum's Annual Appeal, annual fundraising events including grant writing, community outreach in regard to developing future donors and planned givers and managing and overseeing the Museum's Annual Hall of Fame Event including the successful

Ivan Howard  
Henry Issacs  
Judith Glickman Lauder  
Ruthie Noble  
Janet Raffel  
Nancy Ziegler

*Maine Jewish Museum's  
Holocaust Library  
Generously Donated By  
Barry Hoffman*

securing of sponsorships. Specifically the ED is charged with accomplishing the following:

1. Represent the organization at community activities to enhance the organization's image and profile
2. Working with the President of the Board, develop a fundraising plan and steps which incorporates goals and objectives shaped by the strategic plan.
3. Work closely with the Hall of Fame Committee to create and implement annual Hall of Fame induction ceremonies including programmatic, marketing and fundraising components.
4. Research funding sources and aid in the development of fundraising plans including collaborating on grant applications.
5. Participate in and coordinate fundraising activities including the Annual Appeal.
6. Establish good working and collaborative relationships with community groups, foundations, and other non profits throughout Maine to help achieve the goals of the Museum.

In addition to the above, the DD at times will also need to focus on other duties as assigned by the President of the Board.

This is a part time salaried position of approximately 20 hours per week.

Salary is commensurate with experience. Candidates should possess at least 2 years non-profit fundraising experience and be a self-starter who can work independently.

Candidate also should be an excellent communicator both orally and in writing, have experience grant writing, have experience event planning, be well organized and be comfortable making presentations.

If interested, please send a cover letter and resume to:

[stvbrinn@gmail.com](mailto:stvbrinn@gmail.com)

Maine Jewish Museum

*267 Congress Street, Portland, ME 04101*

*Monday - Friday 10am-4pm*

*Sundays 1pm - 5pm or by appointment*



The mission of the Maine Jewish Museum is to honor the contributions and diversity of Maine's Jewish immigrants in the context of the American experience. Through exhibits and programming, the Museum seeks to build bridges of appreciation and understanding with people of all backgrounds.

Join us in celebrating Jewish ART, HISTORY and CULTURE in Maine.

Maine Jewish Museum, 267 Congress St, Portland, ME 04101

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