

Foundation for Jewish Camp
FJC Fellowship Cohort 4: 2025 –2027
Job Description



JOB TITLE: Fellow
JOB TYPE: Full Time, Nonexempt
CURRENT LOCATION(S): New York

FELLOWSHIP OVERVIEW

The FJC Fellowship is a paid, 21-month fellowship for recent college graduates seeking professional opportunities in the field of Jewish Camp. Fellows spend the academic year working full-time at the Foundation for Jewish Camp. Each fellow will work on an assigned department's portfolio, providing valuable support for national field initiatives, large-scale FJC programs, and organizational operations. Fellows will be supervised by senior FJC professionals, attend key meetings and events, and be exposed to the inner workings of a national non-profit organization. Individually and as a cohort, Fellows will have access to professional development opportunities and mentorship from Jewish camp professionals. Fellows spend the summer working in a leadership role at a Jewish overnight or day camp. Additionally, as an FJC Fellow you will be a member of FJC's program team and have responsibility for supporting leadership/professional development programs and educational initiatives for camp counselors and camp professionals.

FJC Fellowship positions are currently based in New York at FJC's headquarters office and require a minimum of 3 days/week in the office. This position may require occasional travel for events and conferences.

ABOUT THE POSITION

Each of the FJC Fellows will have a primary focus on one of following program areas:

- 1) Jewish & Israel Education
- 2) Wellness, Inclusion, and Belonging
- 3) Leadership Development

While each Fellow will have a distinct portfolio of work, based on their unique skills and interest areas, all Fellows have responsibility for supporting a variety of leadership, education, wellness, and inclusion programs, for day and overnight camp staff and professionals, and the research, marketing and development efforts that enable those initiatives.

Additionally, FJC Fellows will have the opportunity to work on special projects in other areas of FJC, to gain experience in a variety of areas of nonprofit management, and exposure to a variety of colleagues at teams. Special project rotations could include work with colleagues in Learning & Research, Marketing, Grant Making, Fundraising/Development, and more.

KEY RESPONSIBILITIES

- Communicate with camps, program participants, presenters and faculty regarding programming and logistics.
- Oversee application processes, program evaluations and tracking invoices for FJC grants, vendors, consultants and participants.
- Distribute grants and professional development funding to participants.
- Contribute to the research, development and curation of educational resources for the field.

- Facilitate educational activities, focus groups, and other programmatic opportunities at FJC events and programs.
- Contribute to the development and implementation of large-scale FJC initiatives like Leaders Assembly.
- Travel to assigned events, conferences and camps.
- Perform other duties as determined by the Senior Director, Program.

REQUIRED SKILLS / ABILITIES

- Excel at working in a collaborative team environment and have excellent interpersonal skills.
- Able to maintain a positive attitude and approach work with curiosity and a growth mindset.
- Motivated by working in a fast-paced, creative, and demanding work environment.
- Adaptable to changing circumstances and priorities.
- Detail oriented with excellent organizational, project, and task management skills.
- Excellent written and oral communication skills.

CREDENTIALS & EXPERIENCE

- Strong computer skills with proficiency in Microsoft Excel, Word, and Zoom (experience with Salesforce, Concur, Asana, and other systems is a plus, but not required).
- At least one summer of employment at a Jewish non-profit day or overnight camp

PHYSICAL DEMANDS & WORK ENVIRONMENT

The physical demands and work environment described here are representative of those that must be met to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must be able to lift and /or move up to 10 pounds.
- Must be able to sit, walk, stand, talk & hear for long periods of time.
- Must be able to work in a camp environment.
- This position works in an open environment with varying noise levels.

WHO WE ARE

The key to the Jewish future is Jewish camp. We know from research—and nearly two decades’ experience—that this is where young people find Jewish role models and create enduring Jewish friendships. It’s where they forge a vital, lifelong connection to their essential Jewishness. The Foundation for Jewish Camp (FJC) is the central address and advocacy group that helps create transformative summer experiences for young people—ensuring the Jewish future. Founded in 1998, we are a catalyst for change throughout the field, providing leadership, financial, and educational resources to nonprofit Jewish summer camps, campers, and their families across North America. FJC has grown to work with approximately 300 day and overnight camps, and each summer we serve more than 180,000 youth, teens, and young adults across North America. FJC’s work is guided by six values: agility, community-mindedness, excellence, imagination, joy, and social responsibility.

At FJC, we value diversity and equal opportunity. We are committed to building a team representative of a variety of backgrounds, experiences, perspectives, and skills. We know that the more inclusive we are, the better our work – and our world – will be. We strongly encourage people of color, LGBTQ individuals, people with disabilities, members of ethnic minorities, foreign-born residents, and veterans to apply.

COMPENSATION DETAILS

Fellows receive an annual prorated salary of \$50,000. FJC offers a comprehensive benefits package, including: medical, dental, and vision coverage; an Employee Assistance Program, which includes robust and varied mental health and wellness resources; commuter benefit; Flexible Spending Account; 401K plan;

Generous time off; paid parental leave; early closure on Friday afternoons and major holiday eves; and office closure for all major Jewish and secular holidays.

Fellows are compensated annually by FJC and will not earn additional compensation from their home camp for summer 2026. Fellows are responsible for their own housing arrangements.

TO APPLY <https://jewishcamp.org/professionals/seasonal-early-career/>

Foundation for Jewish Camp is an equal opportunity employer.