

Job Title: Community Engagement Executive

Reports to: Head of Fundraising, Marketing & Outreach

Location: London (with regular travel across the UK and evening and weekend work)

Salary: c. £25,000 FTE depending on experience

Contract: 30 hours per week – flexible working

About Jnetics

Jnetics is the UK's only cross-communal charity dedicated to preventing Jewish genetic disorders through education and its screening programmes. Through our school, university and community programmes, we empower individuals with the knowledge they need to make informed decisions about their health and future family planning.

As our programmes continue to grow, we are looking for an enthusiastic and relationship-focused Community Engagement Officer to strengthen our presence across the UK Jewish community.

The Role

This is a people-focused role, responsible for developing and maintaining relationships with synagogues, young professional groups, communal organisations and other community partners. The successful candidate will increase awareness of Jnetics' work, identify new opportunities for engagement and help recruit more people access our life-changing education and screening services.

The role would suit someone who is passionate about community engagement, enjoys networking and building partnerships, and is confident representing Jnetics at a wide range of events.

Key Responsibilities

Community Engagement

- Develop strong relationships with synagogues across all denominations.
- Build partnerships with Jewish young professional groups, community organisations and social networks.
- Identify opportunities to deliver educational talks and awareness events.
- Act as Jnetics' community liaison involving the Science and Education team at the point of delivering talks.
- Engage with Young Professional events and create opportunities for partnerships
- Recruit new community partners and maintain existing relationships.
- Ensure regular communication with community contacts throughout the year.

Programme Promotion

- Promote Jnetics' screening programmes to young adults and community members.
- Encourage participation in signing up new people to be screened.

- Support the team with community-based screening events where appropriate.
- Work closely with the Education team to coordinate outreach activities.
- Work with the Education team in aiding Campus recruitment ahead of University Screening Week.

Events

- Represent Jnetics at community events, fairs and exhibitions including the Maccabi Fun Run and the Maccabi South Football League.
- Attend synagogue events, communal gatherings and networking opportunities.
- Help organise awareness campaigns linked to Jewish festivals and national health campaigns.

Relationship Management

- Maintain accurate records of outreach activity using the CRM.
- Follow up enquiries promptly.
- Identify community ambassadors to champion Jnetics.

Collaboration

- Work closely with the Fundraising and Marketing teams to maximise engagement opportunities.
- Support marketing campaigns by providing community insight and feedback.
- Share stories and impact from community engagement activities.

Person Specification

Essential

- Excellent interpersonal and communication skills.
- Confident building relationships with a wide range of stakeholders.
- Strong organisational skills with excellent attention to detail.
- Self-motivated and able to manage multiple projects.
- Comfortable speaking to groups.
- Understanding of, and enthusiasm for, Jnetics work and the UK Jewish community.
- Ability to work evenings and weekends.
- Can drive
- Involved in the Jewish Young Professional events scene

Desirable

- Experience in community engagement, outreach or partnership development.

- Knowledge of the UK Jewish communal landscape.
- Experience organising events.
- Marketing or communications experience.

Personal Attributes

The successful candidate will be:

- Warm, approachable and personable.
- An excellent networker.
- Passionate about improving community health.
- A confident ambassador for Jnetics.
- Proactive and able to identify new opportunities.
- Adaptable and happy working independently.
- Professional and highly organised.