



TAMID GROUP

TAMID Fellowship Program Director

Job Description

Are you excited about working with business-minded students? Do you want to help them grow as leaders? Are you an effective communicator who likes to bring ideas and insights to people and groups?

TAMID Group seeks an energetic, motivated, communicative and organized professional to serve as its Fellowship Program Director. This individual will be accountable for the implementation and success of TAMID Group's summer Fellowship Program, and for achievement of the program's strategic goals.

About TAMID Group:

TAMID Group facilitates experiential education and cultivates relationships to create a strong, lasting connection to Israel for emerging professionals. This takes place through a series of programs aimed at college students and graduates:

1. A comprehensive education curriculum
2. Pro-bono consulting for Israeli startups
3. Capital market investment research
4. A summer internship program in Israel
5. Professional and social networking with TAMID students after they graduate

Detailed Job Responsibilities:

- Staff Management:
 - Manage full-time Fellowship staff and increased seasonal staff
 - Work in close collaboration with TAMID's other professional teams: Company Relations, Campus, Development, Marketing, Operations
 - Work closely with TAMID's selected Trip Provider and their staff
- Programming and Events:
 - Oversee the planning and execution of TAMID's overall summer program, which will bring 200 college students to Israel in the summer of 2022, with significant program size anticipated in the next two years
 - Play a lead role, in close collaboration with the Campus team and TAMID's Trip Provider, in planning and running evening and weekend events during the summer
- Communications/Administrative
 - Oversee application, registration, internships matching, orientation, and closing processes for Fellows and staff
 - Develop/distribute external communication related to Fellowship in collaboration with Marketing and Development teams
 - Other administrative tasks as identified by the TAMID staff

The ideal candidate will have:

- Bachelor's degree (preferred)
- 3+ years of related work experience
- Experience as direct supervisor of multiple staff members or volunteers
- A self-starter with the ability to work independently
- Ability to anticipate, plan, and prioritize
- Experience running student-oriented programming (preferred)
- Demonstrated ability to establish and maintain strong relationships
- Proven to be goal-oriented, project-oriented and achievement-oriented
- Excellent oral and written communication skills
- Passion for the work and mission of TAMID Group
- Experience in organizational development, technology start-ups, business, and/or entrepreneurship is a plus
- Fluency in English and Hebrew

TAMID is offering competitive salary and benefits commensurate with level of experience.

To apply, please submit a resume and cover letter through [this form](#).

TAMID is an Equal Opportunity Employer. The organization does not discriminate in employment and personnel practices on the basis of race, sex, age, handicap, religion, sexual orientation, or national origin.