



THE JEWISH PUBLICATION SOCIETY DIRECTOR SEARCH

The Jewish Publication Society (JPS), the oldest not-for-profit publisher of books at the heart of Jewish life in the English-speaking world, is seeking an intellectually creative, strategic-thinking, technically skilled, highly organized, and results-oriented Director to lead our venerable organization into the next stage of its long history.

The Director is responsible for JPS's intellectual vision and sound administration. More specifically, the Director advances the educational mission of JPS by spearheading its publishing program, including through manuscript acquisition and developmental editing; overseeing communications, fundraising, and other aspects of JPS operations; and building partnerships with Jewish, academic, and publishing organizations and institutions.

Administrative and Governance Responsibilities:

1. Developing and implementing a strategic plan with an engaged Board of Trustees that supports the Society.
2. Motivating, interacting with, and reporting to the Board. A key priority of the new Director is to recruit new trustees and strengthen the Board in its ability to lead.
3. Cultivating and securing major gifts for title subsidies and unrestricted giving for general budgetary needs, and managing donor relations.
4. Promoting the Society in dynamic and creative ways through our website, social media platforms, regular newsletters, virtual and in-person learning opportunities, and other special events. The Director works closely with the JPS Director of Communications and Marketing to design and implement these efforts.
5. Managing the Society's administrative and fiscal affairs; supervising JPS staff; and working closely with that staff, including the Office Manager/Accountant, on tasks such as preparing an annual budget and regular financial tracking and reporting.

Editorial and Programmatic Responsibilities:

1. Developing the publishing program with the Board of Trustees.
2. Meeting with prospective authors to solicit proposals and acquire manuscripts, and guiding the development of manuscripts through preparation, peer review, and structural editing.
3. Working in close concert with the JPS Managing Editor and our partner press, the University of Nebraska Press (UNP), to bring books to publication.
4. Working in close concert with the JPS Managing Editor and the JPS Director of Communications and Marketing to provide support to our authors in conjunction with our partner press.
5. Building partnerships with Jewish, academic, and publishing organizations and institutions, including special programs and events, strategic collaborations, and other initiatives.
6. Representing the Society at the JPS exhibit booth at major conferences, such as meetings of the SBL-AAR (Society of Biblical Literature – American Academy of Religion), AJS (Association for Jewish Studies), CCAR (Central Conference of American Rabbis), URJ (Union for Reform Judaism), RA (Rabbinical Assembly), and USCJ (United Synagogue of Conservative Judaism), as well as other academic and Jewish

communal gatherings. The Director also works with the JPS Director of Communications and Marketing and UNP to arrange for JPS representation at events such as the Yeshiva University Seforim Sale.

Additional Information

The ideal candidate for this position loves Jewish books and Jewish learning; is aware of trends in Jewish scholarship, religious and communal life, and education; is adept at building and maintaining relationships with current and prospective board members, donors, authors, and programmatic partners; and has a mastery of modern communication skills.

Candidates should preferably possess a doctoral, rabbinical, or other professional or terminal degree and at least five years of professional experience in higher education, synagogue or other Jewish communal work, or publishing (including experience with editorial and administrative work, communications, and fundraising).

Applicants should have ready access to Philadelphia and New York. Flexibility exists to work primarily from home, with travel to major annual conferences and various educational and fundraising events.

This position is full-time with an annual salary of \$120,000-\$140,000.

Candidates are encouraged to visit our website www.jps.org and to contact JPS Director Dr. Elias Sacks (esacks@jps.org) to learn more about the position.

Ideally, a candidate will be able to assume this position by July 1, 2024; however, flexibility exists if a later start date is required.

Application Instructions

Applicants should submit a cover letter, resume or CV, and three names of references to Dr. Elias Sacks at esacks@jps.org; references will not be contacted until later in the search process.

Review of applications will begin on March 1, 2024, and will continue until the position has been filled.

About JPS

Since 1888, The Jewish Publication Society has been the preeminent not-for-profit publisher of books at the heart of Jewish life in the English-speaking world. The mission of JPS is to promote accessible scholarship, presenting the very best of Jewish learning in an intellectually rigorous and engaging way to a broad public. As a non-partisan, non-denominational organization, JPS brings voices from across the Jewish tradition, past and present, into conversations at the heart of contemporary life, ensuring that Jewish sources continue to speak in an ever-changing world.