

**POSITION DESCRIPTION- Program in Jewish Studies Internships for Fall 2022**

Organization: Boulder Jewish Community Center [Boulder JCC]  
Job Title: Boulder Jewish Festival Intern  
Department: Reports to the Senior Director of Programs  
FLSA Status: Non-Exempt

**ABOUT THE BOULDER JEWISH COMMUNITY CENTER**

The Boulder JCC's mission is to provide programs and services based in Jewish values and traditions in a place where people of all ages and backgrounds gather to connect, exchange ideas, learn, and grow. The Boulder JCC is recognized for its innovative approaches to community engagement through meaningful experiences and philanthropy.

The staff at the Boulder JCC is hard-working, collaborative, passionate, and committed to providing the highest quality of programming and services to our community. We are currently seeking a motivated and enthusiastic individual to join our team as a Boulder Jewish Festival Intern. The position is a paid, part-time role that will be responsible for assisting with the planning and execution of the Boulder Jewish Festival. The festival is a major fundraising event for the JCC and is held annually in the fall. The intern will be responsible for tasks such as: assisting with the planning and execution of the festival, including but not limited to: ticket sales, fundraising, and community engagement. The intern will also be responsible for assisting with the logistics of the festival, including but not limited to: venue management, catering, and transportation. The intern will be expected to work flexible hours, including evenings and weekends, as needed for the festival. The position is open to individuals of all ages and backgrounds who are interested in Jewish culture and community engagement. If you are interested in this position, please send your resume and cover letter to [hr@boulderjcc.org](mailto:hr@boulderjcc.org). We are an equal opportunity employer and encourage applications from all qualified individuals.

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Community Engagement and Fundraising

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Boulder JCC  
Boulder, CO

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