



REGIONAL ASSISTANT DIRECTOR, LA

OVERVIEW

Trybal Gatherings, the leading provider of Jewish camp experiences for young adults, is seeking a Regional Assistant Director based in Los Angeles to play a critical role in helping Trybal achieve its vision of providing high quality programs in the LA area and beyond. The Regional Assistant Director, LA will oversee the general management of all program areas, which includes program development, delivery, and evaluation, as well as managing local programs, knowledge, and all external relationships.

The Regional Assistant Director, LA will be responsible for a variety of significant activities including internal operations, oversight of the LA/West Coast region, program expansion, recruitment, and program evaluation. The ideal candidate will be instrumental in ensuring consistent and effective internal processes and communications to strengthen Trybal Gatherings and position the organization for continued success.

CORE RESPONSIBILITIES

- Oversee and run local programs including Trybal SoCal, LA Day Camp, and other LA-based events throughout the year.
- Support the design and hosting of creative experiences year-round. Serve in a senior leadership role at Trybal's camps, helping bring the vision to life.
- Develop strategies for regional growth, including increased participation in existing programs and development of new programs in coordination with the national team.
- Serve as a concierge for LA area participants in which to grow a sense of connection and community.
- Responsible for the design, distribution, and follow up of all local communications.
- Serve as a liaison with organizational partners, helping manage collaborative projects and direct expansion strategies.
- Develop and implement strategies that will maximize regional synergies across local organizations and cultivate a strong network to drive recruitment.
- Cultivate existing external relationships with partners and vendors with the goal of ensuring the spaces and resources to make programs successful.
- Manage and hire new regional ambassadors and implement the appropriate tools and training to maximize operational effectiveness to achieve strategic goals.
- Support the senior leadership team and staff to make consistent and progressive steps toward organizational and programmatic consistency and sustainability; effectively communicate work plans and priorities derived from the organization's strategic plan by partnering with senior leaders to follow through with coordinated accountabilities, objectives, and associated budgets.



- Enhance organizational excellence by establishing operational benchmarks, timelines, and resources needed to achieve local and national goals, proactively recommending and driving improvements as necessary; set standards for accountability and measurements of success.
- Oversee Trybal's local evaluation activities including data collection systems, evaluation, and all activities relating to program evaluation and measurement; communicate and prepare all data collection summary reports and evaluation updates for the ED, board of directors, and staff

QUALIFICATIONS

- Bachelor's degree required, graduate degree preferred; at least 7 years of professional experience in a general management role, ideally in a rapidly evolving institution
- Highly organized and able to wear multiple hats in a fast-moving environment; a driving force who manages toward clarity and solutions
- A successful track record in setting priorities, shaping processes, guiding investment in people and systems, and developing an infrastructure that creates a stronger and more efficient organization
- Thorough understanding of project management; able to work effectively under pressure to meet tight deadlines and goals
- A consummate team player with a flexible and creative approach
- Excellent communication and coalition building skills with an ability to balance, negotiate, and work with a variety of internal and external stakeholders; high level of knowledge and understanding, especially as it relates to program replication, connecting programs to funding, creatively generating other resources, and building strategic partnerships
- Camp experience is preferred
- Ability to embrace and thrive in a start-up culture
- Connected to millennial culture and the LA events scene
- Personal qualities of integrity, credibility, and a commitment to Trybal Gatherings' mission

POSITION DETAILS

- The position is based in Los Angeles
- Regular travel between Trybal's partnership cities and availability to be onsite at camps and LA events is required
- Salary range \$70-75K, dependent on experience; flexible vacation policy, paid parental leave, professional development stipend, healthcare & retirement benefits available
- Start date: November 2023

To apply: Please submit a resume and cover letter to jobs@trybalgatherings.com. Please include "Regional Assistant Director, LA" in the subject line of the email. Applications are reviewed on a rolling basis; early application is encouraged.

