



FY 2023 Seasonal Project Assistant - Avodah

Location: We are hiring for this role in multiple cities - Chicago, DC, New Orleans, New York City

Description: This is a project based role for an independent contractor. The exact hours will be determined based on the scope of the project. You will be guaranteed a minimum number of hours, and will be paid for each additional hour worked up to the maximum number of hours. If you are interested, but are not able to work the full hours, please apply anyways. We are able to hire for full hours or part time.

Chicago: 1 person, 60-90 hours total
DC: 2 people, 80-100 hours each total

New Orleans: 1 person, 60-90 hours total
New York City: 1 person, 50-70 hours total

Duration: This position will be from August 7th-25th. If you are available for the majority of this time, but not the entire time, please apply anyways.

Rate: \$22 an hour

Position Description

Each year, we have a short window in between when our outgoing cohort of Jewish Service Corps Members leaves their communal living space and our new cohort begins in which to prepare our houses. In some cities, this may involve moving to a new house. The Seasonal Project Assistant will provide temporary support for our turnover process. They will work in partnership with local Avodah program staff and serve a key role in preparing our bayit (house) for the next cohort.

Scope of Services

- Coordinating the disposal and/or donation of furniture that is no longer needed
- Unpacking new household items, setting up, and organizing the bayit
- Building and setting up new furniture (with another person)
- Kashering kitchen items (making items kosher - directions will be provided and no prior experience needed)
- Light cleaning as needed
- Overseeing outside vendors (cleaners, pest inspectors, task rabbits, etc) as they visit the house
- Additional tasks as needed (eg. putting shower curtains up, removing items from walls)

About you

- You can handle a large volume of work, prioritize and multitask;
- You are detail oriented, and are a good communicator;
- You take initiative, are proactive and can work independently; and
- You are comfortable with physical labor. You will be on your feet most of the day, helping to build and move furniture, and picking up and unboxing home goods. It may require lifting approximately 30 lbs at a time. For moving heavier items, you have a partner to help.

To apply

Please email Liat Deener-Chodirker (lideener-chodirker@avodah.net) with a resume and a brief paragraph sharing your interest in and availability for the role, and what skills and experience you'd bring to the position.

Creating a more just world is a core part of our mission, and Avodah is working to continually strengthen our efforts towards equity and inclusion in the workplace. We strive to build a diverse team that brings with them a variety of identities, backgrounds, perspectives, and skills. Sephardic and Mizrahi Jews, people of color, women, people with disabilities, immigrants, LGBTQIA people, and people who come from poor or working-class backgrounds are strongly encouraged to apply. Avodah is an equal opportunity employer.