

Job Title: Antisemitism Response Center (ARC) Coordinator

Organization: Alpha Epsilon Pi (AEPi)

Location: Remote (Preferred Chicago, IL or Indianapolis, IN)

Job Type: Full-time

Job Description:

Alpha Epsilon Pi is seeking a dedicated individual to join our team as the Antisemitism Response Center (ARC) Coordinator. The ARC has been established with the mission of empowering student leaders with knowledge, skills, and resources to recognize and combat antisemitism on college campuses. As the ARC Coordinator, you will play a crucial role in empowering AEPi Brothers to stand up to antisemitism while actively creating educational resources, as well as responding to and tracking antisemitic incidents.

Key Responsibilities:

Empowerment and Education:

- Provide educational resources and training sessions to student leaders to enhance their understanding of antisemitism.
- Coordinate and facilitate workshops aimed at equipping students with the skills to recognize and combat antisemitism effectively.
- Incident Reporting and Tracking:
 - Manage the centralized system for reporting antisemitic incidents on college campuses.
 - Ensure timely and accurate documentation of reported incidents, collaborating with relevant stakeholders.
- Data Analysis:
 - Analyze antisemitism statistics and trends to gain insights into the current atmosphere on campus for Jewish students.
- Regularly update stakeholders on key findings and collaborate on strategies to address emerging issues.
- Community Engagement:
 - Foster partnerships with campus organizations, DEI offices, and community stakeholders to strengthen the fight against antisemitism.
- Organize and participate in events that promote a sense of community and support for Jewish students.
- Incident Response
 - Coordinate proper response for campus incidents including reporting and follow-up with students, law enforcement, university administrators, AEPi staff, the AEPi chapter, and ARC partners.

Requirements:

- Bachelor's degree in a relevant field (e.g., Social Sciences, Education, Jewish Studies, Organizational Leadership).
- Strong understanding of Campus antisemitism and its manifestations on college campuses.

- Ability to work on multiple assignments, independently or as a member of a team
- Highly organized, with attention to detail
- Excellent communication and interpersonal skills.
- Ability to work collaboratively with diverse stakeholders.
- Ability to travel as well as work holidays and weekends when necessary
- Experience in creating educational content is a plus.

Benefits:

- 401(k)
- 401(k) matching after a year
- Dental Insurance
Vision insurance
- Health insurance
- Life insurance
- Paid time off
- Maternity/Parental leave
- Long-Term/Short-Term Disability

How to Apply:

To join us in the fight against antisemitism, please submit your resume and cover letter to Ethan White at ewhite@aeppi.org. For inquiries, you may contact Ethan White at (317) 876-1913.

Alpha Epsilon Pi is an equal-opportunity employer. We encourage candidates from all backgrounds to apply.