



Location: Remote (must be based in Israel)

Hours: 15-20 hours per week, flexible (can be done in the morning or evening)

About us: Hadran is a non-profit organization dedicated to promoting Talmud study for women. Through our online platforms, shiurim, and global initiatives, we empower women to engage deeply with Gemara. Our team is passionate, mission-driven, and growing!

Are you digitally savvy, detail-oriented, and enjoy engaging with people? We're looking for a Website Content & Community Coordinator to join our team! This flexible, part-time, online-based role is perfect for young moms, students, or anyone looking for meaningful and engaging work from home.

WHAT YOU'LL DO:

- **Website Content Curation** – Prepare, format, and upload posts to our website.
- **Community Coordination** – Manage and respond to incoming communications from learners and donors with warmth and efficiency.
- **Dedications & Donations Management** – Input data, manage incoming dedications, and communicate with donors.

REQUIREMENTS:

- Strong writing & interpersonal skills
- Bi-lingual: Hebrew & English (high level)
- Comfortable working in a digital environment, resourceful with online tools
- Detail-oriented with strong organizational skills
- Experience with website back-office systems or database management is a plus (but we're open to training the right candidate)

We are a small team looking to grow. If this is the right fit, the role can potentially expand over time. This is a great opportunity for someone looking for a flexible, meaningful, and engaging part-time job while balancing other commitments.

Interested? Send us your CV and a short email telling us why you'd be a great fit!

Send your CV to jobs@hadran.org.il

*Only relevant applicants will be contacted.

HADRAN.ORG.IL