

## Director, Knowledge & Learning

Direct Supervisor:	Position Percentage:	Languages:
Chief of Programme and Implementation	100%	Hebrew, (English – advantage)

### About the Organisation

[Yad Hanadiv](#) is a private foundation that operates in Israel on behalf of Rothschild family philanthropic trusts. It is dedicated to creating resources for advancing Israel as a healthy, vibrant, democratic society, committed to Jewish values and equal opportunity for the benefit of all its inhabitants. The Foundation builds strategic initiatives and carries out grant making in the fields of Academic Excellence, the Arab Community, the Environment, Education and Early Childhood. The Foundation's work focuses on improving systems and implementing sustainable change. It operates strategically to develop result-oriented initiatives while forming complex partnerships, data-driven work, knowledge and research, learning from the field and organisational capacity building.

### About the Position

The Director of Knowledge & Learning is expected to lead and support the development of learning processes and knowledge sharing within and outside the Foundation. The Director will perpetuate and implement a culture of a learning organisation, taking initiative and advantage of opportunities for learning and gathering knowledge, and translating them into practical infrastructure for staff work.

The ideal candidate will bring a deep, seasoned understanding of the field, diverse and innovative methodologies and tools, creativity, curiosity, excellent interpersonal skills, and the ability to optimize the team's learning experience, and develop and build on innovative, up-to-date knowledge.

### Main Areas of Responsibility

#### Leading learning processes that support strategy operations

– Creating tools to help develop strategic activity, assess and continuously improve existing strategic planning, aligned with cross-organisation operations.

#### Mapping and study of philanthropic and societal trends –

Field research and data analysis; keeping up-to-date on tools and practices in the field of philanthropy in Israel and abroad.

#### Managing knowledge sharing systems –

Developing and maintaining internal organisational knowledge sharing systems, and leading knowledge sharing practices with partners in the field.

#### Building a learning community –

Leading cross-organisational learning teams that address common issues based on experience and translate them into applicable tools.

#### Design and deployment of central learning processes –

Leading and implementing learning and knowledge sharing processes; setting in motion the continuous improvement of tools and practices that support the Foundation's philanthropic operations.

#### Developing learning and knowledge management tools and practices –

Working with Programme Directors and Manager to identify and research learning needs, investigate important issues, employ case studies and develop tools, distil and explicate organisational knowledge and transform it into workplace practices; develop and instil methods to preserve and make data accessible.

## Required skills and capabilities

**Familiarity and experience in working with methodological tools in the field of learning and knowledge** – Familiarity with methods and practices for learning and developing organisational knowledge; acquaintance with technology that supports learning processes and commitment to integrating technology in areas of knowledge management and learning.

**Ability to learn** – Intellectual curiosity, open-mindedness and critical thinking; ability to study complex subjects on various knowledge and research topics; field mapping; data collection and analysis towards formulating insights and critical thinking.

**Ability to mobilize** people for collaborative work processes; proven experience in delivering organisational activities, sharing knowledge and creating an organisational culture based on learning.

**Communication** – Ability to guide and lead group discussions, write at a high level, distil abstract ideas into practical and applicable tools, develop open dialogues with partners and colleagues.

**Creativity and desire to learn** – Ability to assess problems and barriers from varying perspectives and to find diverse and creative solutions; think outside the box and translate theory into practice.

## Professional background and experience

- At least 5 years' of proven professional experience in learning development and organisational knowledge
- Ability to guide and lead multi-participant processes; background in group facilitation – Required
- Bachelor's Degree at least (Master's Degree preferred) in a relevant field, such as organisational psychology, organisational consulting, etc.
- Experience working with organisations driving social change – Advantage
- Excellent written and oral communication in Hebrew; Fluency in a second language (Arabic/English) an advantage

**Yad Hanadiv promotes diversity in employment and invites candidates from all groups in society to apply.**

**Applications: by email, to [hr@yadhanadiv.org.il](mailto:hr@yadhanadiv.org.il)**

**Phone enquiries will not be answered.**