



The
**Association of
Reform Jewish Educators**

Since 1955

633 Third Avenue | New York, NY 10017-6778

EDUCATOR SEARCH APPLICATION

RETURN ORIGINAL TO:

(Preferably by E-mail)

Rabbi Stan Schickler, RJE
Association of Reform Jewish Educators
633 Third Avenue
New York, NY 10017-6778

212-452-6510

sschickler@reformeducators.org

CONGREGATION/INSTITUTION	Reform Congregation Keneseth Israel	DATE OF APPLICATION	April 3, 2020
STREET ADDRESS	8339 Old York Road		
CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE	Elkins Park, PA 19027		
TELEPHONE NUMBER	215-887-8700	FAX	215-887-1070
E-MAIL	brissinger@kenesethisrael.org	WEBSITE	Kenesethisrael.org
URJ DISTRICT		DATE POSITION IS AVAILABLE	July 2020
POSITION TITLE	Director of Education	FULL or PART-TIME	Full

☐ **Director of Lifelong Jewish Learning (DoLJL) or Director of Lifelong Learning (DoLL)**—Responsible for oversight of virtually all education in the congregation; supervises all education and educational administration personnel

When a congregation seeks to hire a DoLJL or DoLL, it should consider how the position will be appropriately supported with additional educational *and* administrative staff, all of whom would be supervised by the DoLJL or DoLL

X ☒ **Director of Congregational Learning (DoCE)**—Serves in an oversight capacity of the congregational school and has other congregational education responsibilities (which may or may not include supervision in the area[s] of youth programming, adult education, early childhood, and / or other areas of education)

When a congregation seeks to hire a DoCE, it should consider how the position will be appropriately supported with additional educational *and* administrative staff, such as an Assistant Director of Congregational Education, all of whom would be supervised by the DoCE.

Religious School Director (RSD)—Primary responsibility is direction of the religious school

☐ **Assistant Religious School Director**—May be hired to provide additional educational support to the Religious School Director

☐ **School Administrator**—Primarily responsible for administration of the school and perhaps some educational responsibilities

• JOB DESCRIPTION

JQuest B'Yachad

- Run our nationally accredited K-6 joint educational program, reflecting a commitment to excellence and best practices in the field of supplemental Jewish education.

Note: Our Sunday program is for our synagogue, the Mid-Week program includes approx. 45 students from two neighboring Conservative synagogues.

- Connect with students, getting to know their strengths and areas where they need support, oversee all supports needed for special needs and special circumstances, ensure positive behavior management throughout the program to help our students love being Jewish.
- Nurture deep family relationships, ensuring student and family retention and involvement
- Train, supervise and support the JQuest B'Yachad teachers and madrichim fostering a staff that is also a community of learners and leaders.
- Foster lay leadership and work alongside clergy and executive director/directors to ensure commitment of and clear communication with stakeholders and partners.
- Ensure a Hebrew-rich environment, strong prayer literacy, and competence and confidence in Hebrew decoding based on "Onward Hebrew".
- Supervise administrative support, overseeing the smooth running of the program, materials, supplies, special events, and calendaring.
- Be responsible for safety of all students and teachers, regularly reviewing safety and security procedures and connecting with colleagues to ensure knowledge of best practices in personal and communal safety.
- Adhere to and develop budget, oversee all expenses, payroll, and other financial operations in a fiscally responsible way.

Quest Noar, Youth Group, Family activities

- Oversee our 7th – 10th grade teen education program with regular input and reflection from teens and families to ensure student engagement, increase attendance/retention and provide a meaningful learning and social opportunity for our teens.

Note: There may be plans to add 20-40 teens to this program from neighboring Congregations.

- Recruit/retain engaging teachers, develop teen focused curriculum and special activities to foster teen engagement.
- Supervise Youth Advisor, budget programing and youth events.
- Lead teen travel including L'taken 10th grade program, and Etgar 36 Family trip
- Oversee grade level Shabbat worship experiences and collaborate with clergy and staff on Jewish family programing

DEMOGRAPHICS

	TOTAL NUMBER OF FAMILY UNITS	# OF FAMILIES WITH CHILDREN IN THE RELIGIOUS SCHOOL	TOTAL # OF STUDENTS IN THE RELIGIOUS SCHOOL	AVERAGE # OF ANNUAL B'NAI MITZVAH
THIS YEAR	815	102	153	15
FIVE YEARS AGO	971	186	242	28
FUTURE DEMOGRAPHIC PROJECTIONS ARE		Community is older, there are efforts to combine with neighboring synagogues		

NUMBER OF STUDENTS ENROLLED BY GRADE

Pre-K	K	1	2	3	4	5	6	7	8	9	10	11	12
0	9	10	12	20	13	18	22	13	13	15	8	0	0
OTHER(specify):													

DAY CARE	Yes	PARENTS' DAY OUT	No	EARLY CHILDHOOD	Yes
OTHER (specify):					

HEBREW BEGINS IN GRADE	K	AND CONTINUES THROUGH GRADE	6	CONFIRMATION BEGINS IN GRADE	7
ADULT PROGRAMMING	Yes			JEWISH PARENTING PROGRAMMING	Yes
CAMPS (URJ REGIONAL AND CONGREGATIONAL)		Harlam			

II.DAYS AND TIMES OF CLASSES

RELIGIOUS SCHOOL	HEBREW SCHOOL	CONFIRMATION	POST-CONFIRMATION
Sun 9:15-12, Tues 4:30-6	n/a	Tuesdays 6:15-7:45n/a	
WEEKDAY EARLY CHILDHOOD	DAY CARE	PARENTING/FAMILY PROGRAMMING	PARENTS' DAY OUT
7am-6pm		As wanted	
CAMP(CONGREGATION ONLY)			
OTHER (specify) Adult Torah study weekly, Adult education programs weekly			

III.PROFESSIONAL STAFF

Even if they will not be associated with the congregation next year, please list the names of all current professional staff members. Indicate if their position is full-time or part-time and their years of service with the congregation. Additional lines are provided for other staff positions, if applicable.			
	NAME	FULL or PART-TIME	YEARS SERVED
SENIOR RABBI	Lance J. Sussman, PH.D	Full	19
ASSOCIATE RABBI			
ASSISTANT RABBI			
CANTOR	Amy Levy	Full	16
RABBI EDUCATOR	Rabbi Stacy Rigler, MAJE	Full	17
ASSISTANT EDUCATOR			
EXECUTIVE DIRECTOR	Brian Rissinger	Full	14
MEMBERSHIP DIRECTOR	Jaimie Shmelzer	Part	2
YOUTH Advisor	Danielle Carlin	Part	5
EARLY CHILDHOOD EDUCATOR	Liz Sussman	Full	5

Does the professional staff undergo a regular performance review process? No

SECRETARIES/ADMINISTRATIVE ASSISTANTS		FULL or PART-TIME	YEARS SERVED
TO EDUCATOR(S)	1	Part	5
TO CLERGY	2	Full	20+ and 6
TO ADMINISTRATOR	2	Full	5

NUMBER OF TEACHERS		SPECIALISTS	
COORDINATORS / DEPARTMENT HEADS	0	ART	
PRIMARY	8	COMPUTER	
INTERMEDIATE	2	DANCE	
UPPER	2	DRAMA	
BAR / BAT MITZVAH		HEBREW	3
HIGH SCHOOL / POST B'NAI MITZVAH		LEARNING CENTER	
ARE THERE ANY FULL-TIME TEACHERS ?	No	LIBRARIAN	1
CUSTODIAL STAFF (specify full or part-time)	Full		

IV.FACILITIES

	SANCTUARY	Y	NUMBER OF CLASSROOMS	11
	CHAPEL	Y	ART ROOM	Y
	LIBRARY	Y	MUSIC ROOM	N
	SOCIAL HALL / AUDITORIUM	Y	YOUTH LOUNGE	1
	SANCTUARY / SOCIAL HALL COMBINATION		TEACHER RESOURCE CENTER	Y
			EDUCATOR'S OFFICE	1
			COMPUTER ROOM	N
			STUDENT LEARNING CENTER	N
OTHER (SPECIFY)	KI has a large facility and has committed to ensure the education program has what it needs in this regard.			
IS THE EARLY CHILDHOOD FACILITY SHARED WITH RELIGIOUS SCHOOL ?		No		

AGE of BUILDINGS:	SANCTUARY	1957	SCHOOL	1957	OFFICE AREA	1957
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If there is a satellite facility, please describe it. Include size, distance from main facility, age, days/hours spent on that site, etc.
N/A

V.CONGREGATIONAL IDENTITY

The Congregation / Institution was founded in	1847	and became a member of the URJ (UAHC) in	1856
The Shabbat prayer book used is	Mishkan T'filah		
The High Holy Day <i>machzor</i> used is	Mishkan HaNefesh		
Has the Religious School received ARJE Accreditation ?	yes	If yes, in what year ?	2015

What are the three primary goals of your congregation/institution?

1. KI seeks to be a warm, caring, diverse community that serves as a second home to its congregants.
2. KI engages members in worship, educational and cultural opportunities to enhance the lives of its congregants.
3. KI is a stronghold of Jewish institutional life in Philadelphia, committed to bringing together Philadelphia's Jews and Jewish institutions.

What are the congregation's/institution's strengths?

Our congregation has many multi-generational members, our families are invested in our community, value Judaism in their lives, and are looking for meaningful connections and relationships. These deep connections have led to significant investments by our congregations which have ensured our stability and allowed us to vision for the future.

What are the strengths of your educational program?

We are a student centered program where kids voice and choice is key to their learning.

What three qualities in your Educator are most important to the congregation/institution?

1. Ability to meet individual needs of students and families
2. Ability to connect with teachers, staff and congregants
3. Organization and strong leadership skills.

The three most important priorities of the congregation/institution's Educator should be:

1. Maintaining a stable transition
2. Enhancing the family worship experience,
3. Creative thinking for the future in a changing era of Jewish education.

The single most important thing an Educator needs to know about the congregation/institution is:

We are a historic institution that values our future, we care about our staff and will support our new educator to enable that educator to thrive within our congregation.

The three most important issues facing the congregation/institution in the next five years will be:

1. The demographics in our area have significantly affected our membership numbers and enrollment. We anticipate synagogue closures and mergers during the coming years
2. We hope to keep our place as a Jewish home for the community, opening our doors to significant community partnerships.
3. Additionally, our Senior Rabbi may seek to retire in the next five years

VI. INCUMBENT EDUCATOR

Has the current educator been informed that the congregation / institution is in placement ?	Yes
On what date will the current educator relinquish his/her position?	May 28, 2020

VII.COMMUNITY ATTRACTIONS

General population of location	Elkins Park Montgomery County 826,000	Total Jewish population 42,200 Montgomery County	
JEWISH INSTITUTIONS IN AREA	Gratz College		
JCC	Y (15 min away)		
Federation	Y (downtown)		
Jewish Family Service	Y (downtown)		
Central Jewish Education Agency	Y (2 min away)		
Jewish Day School (which grades) ?	Y K-12 (K-5 2 min away, 6-12 35 min away)		

Other	Moving Traditions, Reconstructing Judaism (formerly RRC) both 5 minutes away	
Majority of members' children attend public school, private school, or Jewish day school ?	Public School	
Colleges, universities and music conservatories in the area include	Penn State Abington, Salus University, Arcadia University, Delaware Valley University, Temple University, Montgomery County Community College & Manor Junior College	
What cultural opportunities are available (e.g., symphony, opera, museum, theatre, sports, etc.) ?	Philadelphia is a thriving metropolitan area with both regional and local arts, sports, etc., anything you want!	

VIII.REMUNERATION

INDICATE EITHER A SPECIFIC FIGURE OR A SPECIFIC RANGE. The "Proposed Salary" section should read, for example, "\$60,000-\$70,000" or "the minimum salary base is \$60,000" or "the maximum salary is \$80,000." PLEASE **DO NOT** WRITE "negotiable", or "open," or "not yet determined" with no numbers included. **Without this information, your position will not be included in the ARJE's placement listings. It is also highly recommended that you NOT list remuneration as a "package."**

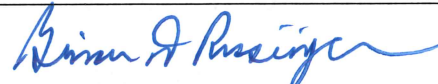
PROPOSED SALARY or SALARY RANGE	\$75,000 - \$105,000
Percentage of pension (RPB) in addition to salary (15% recommended)	15%
Length of original contract (two years recommended)	2 years

STANDARD BENEFITS FOR THE EDUCATOR, IN ADDITION TO SALARY							
Medical-Hospitalization	Y	Moving Allowance	Y	Books & Periodicals		Sabbatical	
Major Medical Insurance	Y	Professional Dues	Y	Congregational Membership	Y	Cell Phone	
Dental Insurance	N	ARJE Conference	Y	Religious School Tuition	Y	Laptop Computer	Y
Long Term Disability Insurance	Y	URJ Biennial		Early Childhood Tuition	Y	Israel Trips	
		Regional URJ Gathering					
Other (please specify)	Benefits above will be commensurate with other senior staff members						

Social Security is required by Federal Law

Is this position being listed with any other professional placement service?	Yes
If "YES" please indicate which one and the title by which it is being listed	Jewish Jobs

In making this request to the ARJE PLACEMENT SERVICE, the congregation/institution agrees that it will	
A	In keeping with the high ideals of Reform Judaism, not exclude a candidate from consideration based on age, gender, sexual orientation or marital status;
B	Keep the ARJE Placement Service informed of ALL interviews and their outcomes;
C	Reimburse all travel and related expenses for an Educator invited for an interview;
D	Arrange the terms of its contract and/or letter of agreement with its Educator-Designate following the principles of the document entitled <i>GUIDELINE FOR EDUCATOR CONGREGATIONAL RELATIONSHIPS</i> ("The Blue Book"), as adopted and recommended May 1988 by the Board of Trustees of the Union of American Hebrew Congregations, the Central Conference of American Rabbis, and the National Association of Temple Educators;
E	On acceptance of the contract and/or letter of intent by both the congregation/institution and the Educator-Designate, forward a copy of the contract and/or letter of agreement for the files of the Placement Service, ALL files being confidential.
F	NOTIFY THE ARJE PLACEMENT OFFICE OF THE NAME OF THE EDUCATOR-DESIGNATE WHEN THE SEARCH IS FINALIZED.

Name of person completing this form and position in congregation / institution	BRIAN D. RISSINGER, EXEC. DIRECTOR
Signature	

CHAIRPERSON OF THE EDUCATOR SEARCH COMMITTEE

NAME	Janice Schwartz Donahue	POSITION	President
STREET ADDRESS	757 Suffolk Rd		
CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE	Rydal, PA 19046		
TELEPHONE NUMBER	215-576-5802	FAX	
E-MAIL	kipresident@kenesethisrael.org		
Resumes of applicants should be sent to the following persons e-mail address(es) (please include more than one e-mail address):			
Janice Schwartz Donahue		kipresident@kenesethisrael.org	
Brian Rissinger		brissinger@kenesethisrael.org	

Our Mission

Reform Congregation Keneseth Israel is a vibrant, warm, inclusive synagogue-community. We are dedicated to offering our membership meaningful worship experiences, transformational life-long Jewish learning, enduring ties to Israel and the Jewish people worldwide, enriching first-class cultural opportunities and significant paths to “repair the world” through deeds of social justice.

KI CORE VALUES

Kehillah (Community)

Nurturing and sustaining our strong sense of community and personal connection in our synagogue

T’fillot (Prayer and Spirituality)

Creating diverse, compelling religious services and providing pastoral support for our members and their families

Limmud (Sacred Learning)

Providing life- long transformative Jewish learning

Tikkun Olam (Social Justice/Repair of the World)

Strengthening social justice through programs both within KI and extending them into the broader community

Ahavat Israel (Jewish Pride/Love of Israel)

Building a strong connection with Israel and the global Jewish community

Hiddur Mitzvah (Arts and Culture)

Fostering a deeper appreciation of Jewish living through extensive cultural programming and the arts

Yahadut Mitkademit (Reform Judaism)

Maintaining and being enriched by our historic ties with the Reform Movement