



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	Congregation Kol Tikvah		DATE OF APPLICATION	04/21/2021
STREET ADDRESS	6750 N University Dr			
CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE	Parkland, FL 33067			
TELEPHONE NUMBER	954-346-7878	FAX	954-346-0881	
E-MAIL	jobs@koltikvah.net	WEBSITE	www.koltikvah.net	
URJ DISTRICT	STR	DATE POSITION IS AVAILABLE	As soon as possible	
POSITION TITLE	Director of Education and Youth Engagement		FULL or PART-TIME	full time

☐ **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

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

☒ **Youth Engagement**—Responsibility of youth engagement

☐ **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

PLEASE INCLUDE A JOB DESCRIPTION WITH THIS APPLICATION

Director of Education and Youth Engagement or The E.Y.E. on the Future
Congregation Kol Tikvah
Parkland, Florida 33076
www.koltikvah.net

Congregation Kol Tikvah (CKT), in Parkland Florida, is seeking a passionate leader to oversee our youth education and programming with a commitment to fostering engagement of youth and their families. Parkland is a growing, energetic, and warm community with a large Jewish population. The city is especially popular with young Jewish families.

The Director of Education and Youth Engagement is the senior staff position tasked with partnering with clergy, lay leadership and staff to revolutionize traditional educational format in a way that maximizes youth engagement through impactful immersive Jewish experiences. The ideal candidate is dynamic, creative, entrepreneurial, and passionate about Jewish learning (both formal and informal education) and willing to pursue alternatives to traditional classroom-only education. The person has comprehensive experience in planning and implementing programs of all kinds. The Director is a talented leader who is a warm, engaging and approachable people person, good at building meaningful collaborative relationships. The Director should have a clear understanding of youth in today's world and ideas and methods with which to draw them into engagement in our community and Jewish life generally.

This individual must be able to supervise professional teaching staff and relate to students, faculty, parents, and congregants that are survivors of the massacre at Marjory Stoneman Douglas High School in our community. Our community is unique in its needs and this fact colors decisions and protocols on a daily basis.

Education:

- *Oversight and vision creation for the youth education and engagement department.
- *Reimagine educational programs to better engage students to become invested in their learning and growth. Create, implement, and grow a collection of thoughtful and comprehensive Jewish educational experiences for youth and their families.
- *Design engaging and differentiated Judaic and Hebrew curricula for varied age groups and different programmatic settings, that ensure students are prepared for b'nai mitzvah and develop a love of Judaism.
- *Leverage the existing skills of the staff with entrepreneurial new ideas.
- *Build upon a caring, nurturing environment in which students explore and participate in activities that help them build a Jewish identity and direct them on a path to be a participating member of Kol Tikvah and the larger Jewish community.
- *Work with other synagogue staff and lay leadership to develop and implement youth and family programs.
- *Provide thoughtful opportunities for our youth to engage at early years and remain engaged beyond their B'nai Mitzvah

Engagement:

- *Communicate regularly with and build relationships with various stakeholders including clergy and professional and support staff, executive board, board of directors, volunteers, community, parents and children.
- *Build warm and open relationships with families.
- *Create an inviting youth community environment for children and their families through social events and other community-building opportunities.
- *Build connections between the youth and family programming and other synagogue and community programs.
- *Lead the efforts to bring Jewish youth education and programming outside of our 4 walls and into the community.

*Cultivate relationships with partners in the greater community to collaborate on programs.

Administration:

*Manage all aspects of the youth education and engagement program, including administration and budgeting.

*Foster a collaborative educational environment, with a commitment to professional development, that maximizes the talents of teachers, madrikhim, and support staff in order to successfully implement the department's vision.

Recruit, hire, train, supervise, and evaluate staff.

*Develop and manage department budget.

*Attend senior staff and other leadership meetings in order to collaborate, coordinate and ensure full communication of departmental activities.

Desired Skills & Experience

*Degree in Jewish education or comparable program. Knowledge of child and adolescent development, classroom management, trends in Jewish education and curricular design. Hebrew proficiency.

*One to five plus years' experience in traditional and experiential settings of Jewish education and/or engagement.

*Strong leadership skills.

*Passion for and experience with working in synagogue life.

*Excellent interpersonal and communication skills. Dynamic relationship builder

*A high level of organization and the ability to take initiative, prioritize and multi-task.

*Experience in recruitment and community engagement, membership or customer service.

*Experience working with boards, parents, volunteers, and lay leaders. Adept at connecting with children and families.

*Role model who is committed to participating in congregational life.

*Proficiency with contemporary social media and technology.

Interested candidates should submit their resume and salary requirements to jobs@koltikvah.net.

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	310	104	139	20
FIVE YEARS AGO	370	145	318	38
FUTURE DEMOGRAPHIC PROJECTIONS ARE tremendous growth in the community				

NUMBER OF STUDENTS ENROLLED BY GRADE

PreK	K	1	2	3	4	5	6	7	8	9	10	11	12
	9	4	9	15	20	14	30	21	3	2	8	4	6
OTHER (specify):													

DAY CARE	PARENTS' DAY OUT	EARLY CHILDHOOD	117 students
OTHER (specify):			

HEBREW BEGINS IN GRADE	K	AND CONTINUES THROUGH GRADE	7	CONFIRMATION BEGINS IN GRADE	10
ADULT PROGRAMMING	yes			JEWISH PARENTING PROGRAMMING	yes
CAMPS (URJ REGIONAL AND CONGREGATIONAL)		affiliated with Coleman			

II. DAYS AND TIMES OF CLASSES

RELIGIOUS SCHOOL	HEBREW SCHOOL	CONFIRMATION	POST-CONFIRMATION
9:00-11:30 sunday	tues 4:15-5:45	sun 11:00-12:00n	mon 6:00-7:30
WEEKDAY EARLY CHILDHOOD	DAY CARE	PARENTING/FAMILY PROGRAMMING	PARENTS' DAY OUT
M-F 9:00-3			
CAMP(CONGREGATION ONLY)			
OTHER (specify) ECC preschool camp 9-3:00			

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	Rabbi Bradd Boxman	full	12
ASSOCIATE RABBI			
ASSISTANT RABBI			
CANTOR	Cantor Malcolm Arnold	full	21
EDUCATOR			
ASSISTANT EDUCATOR	Jennifer Levin	full	3
ADMINISTRATOR	Jennifer Levin-Tavares	full	5
PROGRAM DIRECTOR			
YOUTH WORKER	Jillian Moore	part	1
EARLY CHILDHOOD EDUCATOR	Sydney Berlin	full	4

Does the professional staff undergo a regular performance review process ? How often ?
Please include a description of this process, especially as it applies to the educator.

Educator has weekly supervision meetings with Executive Director and/or Rabbi. Annual reviews include feedback from lay leadership and colleagues.

SECRETARIES/ADMINISTRATIVE ASSISTANTS		FULL or PART-TIME	YEARS SERVED
TO EDUCATOR(S)	1	part	1
TO RABBI(S)	1	part	1
TO CANTOR(S)	1	part	1
TO ADMINSTRATOR			

NUMBER OF TEACHERS		SPECIALISTS	
COORDINATORS / DEPARTMENT HEADS	10	ART	
PRIMARY		COMPUTER	
INTERMEDIATE		Music	1
UPPER		DRAMA	
BAR / BAT MITZVAH	3	HEBREW	2
HIGH SCHOOL / POST B'NAI MITZVAH	3	LEARNING CENTER	
ARE THERE ANY FULL-TIME TEACHERS ?	no	LIBRARIAN	
CUSTODIAL STAFF (specify full or part-time)		2 full 2 part	

IV. FACILITIES

SANCTUARY	yes	NUMBER OF CLASSROOMS	11
CHAPEL		ART ROOM	
LIBRARY	yes	MUSIC ROOM	
SOCIAL HALL / AUDITORIUM	yes	YOUTH LOUNGE	yes
SANCTUARY / SOCIAL HALL COMBINATION	yes	TEACHER RESOURCE CENTER	
		EDUCATOR'S OFFICE	yes
		COMPUTER ROOM	yes
		STUDENT LEARNING CENTER	
OTHER (SPECIFY)			
IS THE EARLY CHILDHOOD FACILITY SHARED WITH RELIGIOUS SCHOOL ?			
		yes	

AGE of BUILDINGS:	SANCTUARY	11	SCHOOL	19	OFFICE AREA	19
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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.

V. CONGREGATIONAL IDENTITY

The Congregation / Institution was founded in	1991	and became a member of the URJ (UAHC) in	1998
The Shabbat prayer book used is	Mishkan Tefillah		
The High Holy Day <i>machzor</i> used is	Gates of Repentance		
Has the Religious School received ARJE Accreditation ?	no	If yes, in what year ?	

What are the three primary goals of your congregation/institution? The primary goals of our institution are to foster a love for Judaism, while weaving ourselves as a community, into the fabric of the city of Parkland. We strive to engage members across demographics and generations to become active participants in Kol Tikvah.

What are the congregation's/institution's strengths? The strengths of Kol Tikvah are the community commitment, growing Jewish population, large population of younger families and children, and extensive programming for all demographics.

What are the strengths of your educational program? The strength of our educational program is the commitment to find new and innovative ways to teach students of all ages and instill a love of Judaism.

What three qualities in your Educator are most important to the congregation/institution? Three essential qualities our Educator must possess are Approachable, Creative, and Devotion to student's success.

The three most important priorities of the congregation/institution's Educator should be: The three most important priorities of the Educator are to engage our youth and create connections to synagogue and community, strengthen the Judaic and Hebrew curriculum to better prepare students for bar/bat mitzvah and beyond, and to bring leadership and a positive work environment to the teachers working for them.

The single most important thing an Educator needs to know about the congregation/institution is: Kol Tikvah is looking to revolutionize the way education is viewed by students and wants to change the laissez faire attitude of the congregation towards engagement and involvement and we believe it begins with the youth.

The three most important issues facing the congregation/institution in the next five years will be: Our greatest challenges are financial stability, engagement, and finding a way to reimagine what we do and how we do it in order to bring Judaism and Kol Tikvah to the people -- meet them where they are.

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 ?	Departed December 30 2020

VII. COMMUNITY ATTRACTIONS

General population of location	35,000 parkland 133,000 coral springs	Total Jewish population	roughly 40% of parkland
JEWISH INSTITUTIONS IN AREA	1		
JCC	yes		
Federation	yes		
Jewish Family Service	yes		
Central Jewish Education Agency	yes		
Jewish Day School (which grades) ?	preschool-high school		
Other			
Majority of members' children attend public school, private school, or Jewish day school ?	2% Jewish Day, 20% private, remainder public		
Colleges, universities and music conservatories in the area include	Florida Atlantic U, Nova Southeastern, Broward College		

What cultural opportunities are available (e.g., symphony, opera, museum, theatre, sports, etc.) ?	numerous museums, symphony, opera, sports, theater and other cultural centers are all within 45-60 minutes of Parkland, including Broward Center for the Performing Arts, Coral Springs Center for the Arts, Kravis Center for Performing Arts, Florida Panthers, Miami Dolphins, Miami Heat
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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	maximum salary of \$85,000
Percentage of pension (RPB) in addition to salary (15% recommended)	negotiable
Length of original contract (two years recommended)	two years

STANDARD BENEFITS FOR THE EDUCATOR, IN ADDITION TO SALARY							
Medical-Hospitalization	x	Moving Allowance	neg	Books & Periodicals		Sabbatical	
Major Medical Insurance		Professional Dues	x	Congregational Membership	x	Cell Phone	x
Dental Insurance		ARJE Conference	x	Religious School Tuition	x	Laptop Computer	
Long Term Disability Insurance		URJ Biennial	x	Early Childhood Tuition	x	Israel Trips	
		Regional URJ Gathering					
Other (please specify)							

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	URJ, HUC, 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	Jennifer Levin-Tavares, Executive Director
Signature	

CHAIRPERSON OF THE EDUCATOR SEARCH COMMITTEE

NAME	Lance Simkins/Jenny Shane	POSITION	Board Representatives
STREET ADDRESS	6750 N University Drive		
CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE	Parkland, FL 33067		
TELEPHONE NUMBER	954-346-7878	FAX	
E-MAIL	lancepix@comcast.net/Jennywa@hotmail.com		
Resumes of applicants should be sent to the following persons e-mail address(es) (please include more than one e-mail address):			
jobs@koltikvah.net			

**IF THE CONGREGATION/INSTITUTION HAS A MISSION STATEMENT,
PLEASE ENCLOSE A COPY**

Congregation Kol Tikvah is a place where families and individuals can come to learn about their community, their history and their religion in a warm, caring, friendly environment. We represent a Congregation that respects and understands the needs of our ever changing society while perpetuating the ethical, educational and moral values of Judaism. We maintain a commitment to the State of Israel.

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