



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	Temple Har Shalom	DATE OF APPLICATION	3/15/21
STREET ADDRESS	104 Mount Horeb Road		
CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE	Warren, NJ 07059		
TELEPHONE NUMBER	(732) 356-8777	FAX	
E-MAIL	joshg@templeharshalom.org	WEBSITE	templeharshalom.org
URJ DISTRICT		DATE POSITION IS AVAILABLE	07/01/2021
POSITION TITLE	Director of Jewish Education	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

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

Please see enclosed.

I. 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	270	74*	112*	22
FIVE YEARS AGO	305	124	229	25
FUTURE DEMOGRAPHIC PROJECTIONS ARE Trending up with growth of ECE and post-COVID housing boom in geographic area				

NUMBER OF STUDENTS ENROLLED BY GRADE

PreK	K	1	2	3	4	5	6	7	8	9	10	11	12
	5	5	8	7	18	21	14	13	10	1	5	5	0
OTHER (specify): *note that school is currently all virtual, with numbers down approximately 30 students from pre-COVID													

DAY CARE	N/A	PARENTS' DAY OUT	N/A	EARLY CHILDHOOD	105
OTHER (specify):					

HEBREW BEGINS IN GRADE	3rd	AND CONTINUES THROUGH GRADE	6th	CONFIRMATION BEGINS IN GRADE	10th
ADULT PROGRAMMING	Sisterhood, Men's Club & Knead To Feed Social Action			JEWISH PARENTING PROGRAMMING	Yes
CAMPS (URJ REGIONAL AND CONGREGATIONAL) URJ Camp Harlam; Summer Session at ECE					

II. DAYS AND TIMES OF CLASSES

RELIGIOUS SCHOOL	HEBREW SCHOOL	CONFIRMATION	POST-CONFIRMATION
K-6 Sundays 9am-12pm integrated	Religious & Hebrew	Wednesdays 6:30pm-8pm	Wednesdays 6:30pm-8pm
WEEKDAY EARLY CHILDHOOD	DAY CARE	PARENTING/FAMILY PROGRAMMING	PARENTS' DAY OUT
7am-6pm			
CAMP (CONGREGATION ONLY) ECE Summer Session: 8 weeks, 7am-6pm			
OTHER (specify)			

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 Randi Musnitsky	Full-Time	14
ASSOCIATE RABBI			
ASSISTANT RABBI			
CANTOR	Cantor Anna Berman	Full-Time	28
EDUCATOR	Cantor Anna Berman		
ASSISTANT EDUCATOR			
ADMINISTRATOR	Josh Greenbaum	Full-Time	12
PROGRAM DIRECTOR			
YOUTH WORKER	Jordan Gelber	Part-Time	4
EARLY CHILDHOOD EDUCATOR	Josh Greenbaum		
BOOKKEEPER	Angel Van Winkle	Part-Time	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.

SECRETARIES/ADMINISTRATIVE ASSISTANTS		FULL or PART-TIME	YEARS SERVED
TO EDUCATOR(S)	Stephanie Canning	Full-Time	8
TO RABBI(S)	Karen Anolick	Full-Time	11
TO CANTOR(S)			
TO ADMINSTRATOR			

NUMBER OF TEACHERS		SPECIALISTS	
COORDINATORS / DEPARTMENT HEADS	2	ART	
PRIMARY	6	COMPUTER	
INTERMEDIATE	2	DANCE	
UPPER	2	DRAMA	
BAR / BAT MITZVAH	1	HEBREW	Tutors as needed
HIGH SCHOOL / POST B'NAI MITZVAH	1	LEARNING CENTER	
ARE THERE ANY FULL-TIME TEACHERS ?	No	LIBRARIAN	
CUSTODIAL STAFF (specify full or part-time)	2 Full-Time		

IV. FACILITIES

SANCTUARY	X	NUMBER OF CLASSROOMS	16
CHAPEL		ART ROOM	X
LIBRARY	X	MUSIC ROOM	
SOCIAL HALL / AUDITORIUM	X	YOUTH LOUNGE	X
SANCTUARY / SOCIAL HALL COMBINATION	X	TEACHER RESOURCE CENTER	X
		EDUCATOR'S OFFICE	X
		COMPUTER ROOM	
		STUDENT LEARNING CENTER	
OTHER (SPECIFY)	Commercial kitchen, outdoor playground, outdoor nature/ecology spaces		
IS THE EARLY CHILDHOOD FACILITY SHARED WITH RELIGIOUS SCHOOL ?	Yes		

AGE of BUILDINGS:	SANCTUARY	~1980s	SCHOOL	~1980s	OFFICE AREA	~1980s; new entrance & lobby area completed in 2019
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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	1971	and became a member of the URJ (UAHC) in	1986
The Shabbat prayer book used is	<i>Mishkan T'Filah</i>		
The High Holy Day <i>machzor</i> used is	<i>Gates of Repentance</i>		
Has the Religious School received ARJE Accreditation ?	Previously	If yes, in what year ?	2001 & 2008

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

Please see the enclosed responses.

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

What are the strengths of your educational program?

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

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

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

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

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 ?	7/1/2021

VII. COMMUNITY ATTRACTIONS

General population of location	~325k (Somerset County)	Total Jewish population	GMW Federation: ~100k
JEWISH INSTITUTIONS IN AREA	Federations, JCCs, close proximity to major NYC-metro Jewish fixtures		
JCC	Shimon and Sara Birnbaum JCC, Bridgewater; JCC of Central New Jersey, Scotch Plains		
Federation	Jewish Federation of Greater MetroWest; The Jewish Federation of Somerset, Hunterdon, & Warren Counties		
Jewish Family Service	<i>Served from above Federation(s)</i>		
Central Jewish Education Agency	<i>Served from above Federation(s)</i>		
Jewish Day School (which grades) ?	Golda Och Academy, West Orange; Joseph Kushner Hebrew Academy Livingston, NJ		
Other	Prestigious secular private schools in area include: The Pingry School, Far Hills Country Day School, Morristown-Beard School, The Wardlaw-Haertridge School & Rutgers Preparatory School		
Majority of members' children attend public school, private school, or Jewish day school ?	Public and local secular private schools		
Colleges, universities and music conservatories in the area include	Rutgers University, Princeton University, Kean University, Raritan Valley Community College		
What cultural opportunities are available (e.g., symphony, opera, museum, theatre, sports, etc.) ?	Located approximately 30 miles from NYC, opportunities abound for cultural engagement via a short car, bus or train ride into the city. Beyond New York, we are located approximately 20 minutes from Millburn's critically acclaimed Paper Mill Playhouse and New Brunswick's State Theatre & George Street Playhouse. A myriad of local parks provide ample opportunity for incredible hiking and, besides the obvious proximity to NY metro professional sports teams, our neighboring Bridgewater Township plays host to the now AA Yankees affiliate, Somerset Patriots (co-owned by a congregant).		

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-\$90,000 annually
Percentage of pension (RPB) in addition to salary (15% recommended)	15%
Length of original contract (two years recommended)	1-2 years initially

STANDARD BENEFITS FOR THE EDUCATOR, IN ADDITION TO SALARY


Medical-Hospitalization	X	Moving Allowance	X	Books & Periodicals		Sabbatical	
Major Medical Insurance	X	Professional Dues	X	Congregational Membership	X	Cell Phone	
Dental Insurance		ARJE Conference	X	Religious School Tuition	X	Laptop Computer	X
Long Term Disability Insurance	X	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 ?	No
If "YES" please indicate which one and the title by which it is being listed	

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	Josh Greenbaum, Business Director, Temple Har Shalom
Signature	

CHAIRPERSON OF THE EDUCATOR SEARCH COMMITTEE

NAME	Jonathan Wishnia	POSITION	President, Board of Trustees
STREET ADDRESS	104 Mount Horeb Road		
CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE	Warren, NJ 07059		
TELEPHONE NUMBER	(732) 356-8777	FAX	
E-MAIL	president@templeharshalom.org		
Resumes of applicants should be sent to the following persons e-mail address(es) (please include more than one e-mail address):			
Please send cover letter, resume, references, and any other pertinent information to applications@templeharshalom.org			
Secondary address: rabbiran83@aol.com			

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

Temple Har Shalom (THS) is a 501(c)(3) religious non-profit organization located in Warren Township (Somerset County), New Jersey. As a Reform synagogue, THS represents a vibrant Jewish community, drawing members from more than 14 different towns in Somerset, Union and Morris counties. The organization presents innovative programming, technological integration, a cutting-edge educational curriculum and a wide array of engaging experiences to meet the needs of all ages. Included in the synagogue's offerings are weekly Shabbat services, lifecycle events, religious school for kindergarten through high school, social programming, auxiliary groups and our preschool, The Orchard Academy at Mountain Top School, which boasts over 100 students.

ANSWERS TO OPEN ENDED QUESTION ON THE TOP OF PAGE 5:

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

We continue to strive to fulfill the ancient formula for synagogue relevance with energy, imagination, passion, and fun:

1. Provide a "house of prayer", a spiritual Jewish home that is accessible to those who need it and want it.
2. Provide a "house of study", a setting for all ages interested in learning.
3. Provide a "house of assembly", a space for social interaction and communal support.

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

1. We are synagogue motivated and driven by the depth and breadth of our professionals and supported by the lay leadership.
2. Our mantra is: "How do we get to YES!"
3. We are never satisfied with the status quo and always strive to remain relevant and vital.

What are the strengths of your educational program?

1. Our families have committed to the congregation to educate their children, thus there is great support and enthusiasm for all educational programming.
2. Our flexibility, resiliency, and openness to experiment.
3. We are fortunate to have the means in dollars and staffing to prioritize education.

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

1. We would include any adjective which expresses warmth, flexibility, dynamism, passion and nurturer.
2. An outside-the-box thinker who is not burdened by the weight of the phrase "that's the way it's always been done".
3. A collaborator who sees areas of overlap for Jewish education within the various synagogue appendages.

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

1. An excitement for the mission of Jewish education in the 21st century.
2. To take time to understand the pulse of the congregation's needs.
3. To be part of a creative, collaborative, working team.

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

1. Education at Temple Har Shalom is unique in that is totally driven by the professionals.
2. The greatest single area of emphasis/reason for membership is on the education and engagement of our children and their families.
3. We have few later-in-life congregants, and the growing empty nester population is focused on social and social action opportunities. Thus, the experiential field is wide open.

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

1. The retirement and change of leadership in the clergy.
2. The raising up and training of new leadership (both professional and lay).
3. The building of relationships, from students and their families, that will last long beyond the Bar Mitzvah years.



Director of Jewish Education

About Us & Our Vision:

Temple Har Shalom is at an exciting crossroads and we want you to join our congregational family in helping us to both build upon our 50-year legacy as a dynamic Reform synagogue to 300+ families, and to assist us in shaping, visioning, and innovating into the future. Drawing from 14 towns in the greater Somerset County, we educate 100+ students, grades pre-K through 12th in our revitalized religious school. In addition, we are home to a thriving and expanded preschool of 100+ representing a wide diversity of young and eager families ready to strengthen our Jewish community.

As our long-tenured Cantor plans for retirement, we have the good fortune to revision our future as we know that replacing our beloved Cantor is not realistic. Rather, we are looking for dynamic full-time and/or limited-service professionals who aspire to build Jewish life and education infused with experimentation and flexibility in our post-COVID world.

Should you possess and seek to use your multiple talents, we offer unique opportunities to work with our team of professionals in fostering a creative, engaging, and pro-active Jewish center for learning and praying.

Job Summary:

- A professional educator to direct our congregation's formal and informal Jewish learning programs; have experience in a religious school or other educational setting; have excellent verbal and written communication skills and a knowledge of and experience with social media. Have requisite Judaic and Hebrew knowledge, computer literacy and experience using social media for engagement.
- Someone whose leadership skills, values and disposition will serve to engage our students and families with warmth and creativity.
- Someone who is a self-starter and is willing to experiment/take chances and be comfortable with implementing change(s).
- A community builder and team player.
- Excellent leadership, interpersonal and communication skills.
- The ideal candidate is a creative and effective administrator, organizer, planner, thinker, educator, communicator, and community-building leader.
- The candidate needs to have a solid Jewish background with literacy in Hebrew language and decoding together with an understanding of Reform Judaism; and can bring their depth of Jewish knowledge to everyone within our congregation and integrate personally into the life of our synagogue community.
- The candidate should have a track record of innovation and positive change in the education environment.
- Experience with virtual and/or hybrid learning required together with the capacity to facilitate home and internet-based learning initiatives.

Responsibilities:

- Serve as head of religious education programs (including religious school, Hebrew education, and high school programs) including curriculum research, development, and implementation, teacher hiring, management, and training, and parent communication.

- In conjunction with the Rabbi, participate at and/or oversee our Shabbat and Family Holiday Services and Children’s Programs (experience with song leading and *tefillah* a bonus); provide support for the B’nai Mitzvah program and develop and implement experiential family services, programs, and education opportunities.
- Provide strategic vision and strategies for current and future growth by suggesting changes or improvements to current plans, policies, and procedures.
- Create a warm, positive culture and learning environment, emphasizing Jewish values and community.
- Serve in a planning and supervising capacity and be willing to take a “hands on” approach to promote events and programs and ensure they are successful, both within the synagogue and with the community at large.
- Additional educational and synagogue program duties as assigned.

Qualifications:

- Appropriate educational experience, focus on Jewish education a plus.
- At least 3 years of administrative experience.
- Strong working knowledge of Jewish education, Reform Judaism, and religious holidays, customs and rituals.
- Demonstrate success in leading a team approach.
- Effective and strong communication skills (orally and written).
- Strong understanding of and comfortability with technology including Microsoft 365 suite, Google products, ability to learn industry-specific SaaS platform (prior knowledge of ShulCloud a plus), etc.
- Ability to successfully pass a criminal background check in accordance with state and federal regulations.

Please note that Temple Har Shalom is also looking for a dynamic music professional with traditional cantorial training and/or experience leading worship services and related activities through Jewish song leading. Should you seek to use your multiple talents and interests in Jewish education, Jewish music, ritual, lifecycle and/or pastoral care, we offer a unique opportunity to combine your multi-faceted interests into one full-time position. Please see our corresponding job posting for more specific information and be sure to note your interest in both positions in your initial communication.

Salary Range:

\$75,000-\$90,000/year

Please send cover letter, resume, references, and any other pertinent information to applications@templeharshalom.org.

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