



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	FARMINGTON VALLEY JEWISH CONGREGATION-EMEK SHALOM	DATE OF APPLICATION	February 9, 2022
STREET ADDRESS	55 BUSHY HILL ROAD		
CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE	SIMSBURY, CT 06070		
TELEPHONE NUMBER	860-658-1075	FAX	860-658-4273
E-MAIL	FVJCEMPLOYMENT@FVJC.ORG	WEBSITE	WWW.FVJC.ORG
URJ DISTRICT	Northeast	DATE POSITION IS AVAILABLE	IMMEDIATELY
POSITION TITLE	Assistant Clergy and Director of Lifelong Learning	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

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	230	34	60	13
FIVE YEARS AGO				
FUTURE DEMOGRAPHIC PROJECTIONS ARE				

NUMBER OF STUDENTS ENROLLED BY GRADE

PreK	K	1	2	3	4	5	6	7	8	9	10	11	12
5	4	8	10	8	7	3	9	6	-	-	-	-	-
OTHER (specify): Teen program (grades 8-12), run by JTConnect (area-wide program), with input from DoLL													

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

HEBREW BEGINS IN GRADE	2	AND CONTINUES THROUGH GRADE	7	CONFIRMATION BEGINS IN GRADE	10
ADULT PROGRAMMING	A VARIETY OF PROGRAMMING IS OFFERED			JEWISH PARENTING PROGRAMMING	N/A
CAMPS (URJ REGIONAL AND CONGREGATIONAL)					

II. DAYS AND TIMES OF CLASSES

RELIGIOUS SCHOOL	HEBREW SCHOOL	CONFIRMATION	POST-CONFIRMATION
SUNDAY 9-11:30am	WEDNESDAY 4-6pm	SEMI-MONTHLY JAN-JUN, GRADE 10 ONLY	JTCONNECT
WEEKDAY EARLY CHILDHOOD	DAY CARE	PARENTING/FAMILY PROGRAMMING	PARENTS' DAY OUT
N/A	N/A		N/A
CAMP(CONGREGATION ONLY)			
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 BEKAH GOLDMAN	FULLTIME	5+
ASSOCIATE RABBI			
ASSISTANT RABBI			
CANTOR			
EDUCATOR			
ASSISTANT EDUCATOR			
ADMINISTRATOR	CHRISTINE BONCHICK	PARTTIME	7+
PROGRAM DIRECTOR			
YOUTH WORKER			
EARLY CHILDHOOD EDUCATOR			

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.

Yes, annually. Educator will be evaluated by Education Committee of Board of Directors, with input from Rabbi and President.

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

NUMBER OF TEACHERS		SPECIALISTS	
COORDINATORS / DEPARTMENT HEADS	1	ART	1
PRIMARY	4 - PT	COMPUTER	
INTERMEDIATE	4 - PT	DANCE	1
UPPER		DRAMA	
BAR / BAT MITZVAH		HEBREW	
HIGH SCHOOL / POST B'NAI MITZVAH		LEARNING CENTER	
ARE THERE ANY FULL-TIME TEACHERS ?	NO	LIBRARIAN	
CUSTODIAL STAFF (specify full or part-time)		TRANSITIONING TO AN OUTSIDE SERVICE	

IV. FACILITIES

SANCTUARY	YES	NUMBER OF CLASSROOMS	8
CHAPEL	N/A	ART ROOM	YES
LIBRARY	YES	MUSIC ROOM	N/a
SOCIAL HALL / AUDITORIUM	N/A	YOUTH LOUNGE	YES
SANCTUARY / SOCIAL HALL COMBINATION	YES	TEACHER RESOURCE CENTER	N/A
		EDUCATOR'S OFFICE	YES
		COMPUTER ROOM	YES
		STUDENT LEARNING CENTER	N/A
OTHER (SPECIFY)			
IS THE EARLY CHILDHOOD FACILITY SHARED WITH RELIGIOUS SCHOOL ? N/A			

AGE of BUILDINGS:	SANCTUARY	SCHOOL	OFFICE AREA
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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	1960	and became a member of the URJ (UAHC) in	
The Shabbat prayer book used is	MISHKAN T'FILAH: A REFORM SIDDUR, TRANSLITERATED (SHABBAT, WEEKDAYS + FESTIVALS)		
The High Holy Day <i>machzor</i> used is	MISHKAN HANEFESH: MACHZOR FOR THE DAYS OF AWE		
Has the Religious School received ARJE Accreditation ?		If yes, in what year ?	

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

Continuing to grow our congregation, to engage young families, and to expand our reach beyond our core geographic area.

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

We are an inclusive, warm, welcoming, inclusive, and innovative congregation with a diverse membership and an exceptional Rabbi who is both a strong leader and highly engaged with our member families and in the community.

What are the strengths of your educational program?

We have a strong school with programs from pre-K through high school, engaged families, and a willingness to innovate. We also offer adult education programs (currently led mostly by Rabbi Bekah).

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

We are looking for an energetic, creative, and personable leader for our lifelong learning programs, who has a track record of making Judaism and Jewish education meaningful to students and adult learners. We are also seeking an individual who can partner with Rabbi Bekah and fill in when necessary for services, life cycle events, and with pastoral counseling. The individual may be an ordained member of the clergy (or studying towards becoming a clergy member), however we are open to hiring a non-clergy member if able to meet the key responsibilities of the role.

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

Overseeing the Religious School and B'nai Mitzvah program, developing and implementing innovative curricula for school and adult education programs, providing support to Rabbi Bekah as needed.

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

We are a progressive yet diverse congregation, with members from both Reform and more traditional Jewish backgrounds, young and older families, and a meaningful number of interfaith families.

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

Reaching currently unaffiliated Jews, engaging young families to retain them beyond children's school years, expand geographic reach beyond core area,

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 ?	As soon as position is hired.

VII. COMMUNITY ATTRACTIONS

General population of location	Total Jewish population
JEWISH INSTITUTIONS IN AREA	
JCC	Mandell Jewish Community Center, 335 Bloomfield Avenue West Hartford, CT 06117
Federation	Jewish Federation of Greater Hartford, 333 Bloomfield Avenue, Suite C West Hartford, CT 06117
Jewish Family Service	JFS, 333 Bloomfield Avenue, Suite A West Hartford, CT 06117
Central Jewish Education Agency	
Jewish Day School (which grades) ?	
Other	https://jhsgh.org/# - JEWISH HISTORICAL SOCIETY
Majority of members' children attend public school, private school, or Jewish day school ?	PUBLIC
Colleges, universities and music conservatories in the area include	UNIVERSITY OF HARTFORD, CENTRAL CONNECTICUT STATE UNIVERSITY, UNIVERSITY OF ST. JOSEPH, TRINITY COLLEGE. NOTE: The Hartt School is the comprehensive performing arts conservatory of the University of Hartford

What cultural opportunities are available (e.g., symphony, opera, museum, theatre, sports, etc.) ?

https://www.ctvisit.com/interest/museums-art-galleries?gclid=Cj0KCQiAraSPBhDuARIsAM3Js4r6jkiVfEbr3llzorrvG8i_M9kUcl27F5fozcFioeMrZBgYDLGmTPYaAuoSEALw_wcB

<https://hartfordsymphony.org/> , <https://www.hartfordstage.org/> , <https://www.simsbury-ct.gov/culture-parks-recreation>

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	Total compensation range of \$80K-\$100K
Percentage of pension (RPB) in addition to salary (15% recommended)	
Length of original contract (two years recommended)	2 years preferred

STANDARD BENEFITS FOR THE EDUCATOR, IN ADDITION TO SALARY			
Medical-Hospitalization	Moving Allowance	Books & Periodicals	Sabbatical
Major Medical Insurance	Professional Dues	Congregational Membership	Cell Phone
Dental Insurance	ARJE Conference	Religious School Tuition	Laptop Computer
Long Term Disability Insurance	URJ Biennial	Early Childhood Tuition	Israel Trips
	Regional URJ Gathering		
Other (please specify)	We will pay total compensation of between \$80K-\$100K, which will include salary as well as pension, health, and other benefits (the allocation to be structured and negotiated in collaboration with individual). We seek to honor the individual and work with them to meet their needs and provide benefits and compensation in this manner.		

Social Security is required by Federal Law

Is this position being listed with any other professional placement service?	No, although the job is posted on JewishJobs.com and with Hebrew College and AJR
If "YES" please indicate which one and the title by which it is being listed	Same as above

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	Jonathan Rubin, Search Committee Co-chair
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Signature

A handwritten signature in blue ink, featuring a large, stylized 'S' or 'Z' shape followed by several loops and a final flourish.

CHAIRPERSON OF THE EDUCATOR SEARCH COMMITTEE

NAME	Jonathan Rubin	POSITION	Search Committee Co-chair, FVJC-Emek Shalom
STREET ADDRESS	55 Bushy Hill Rd.		
CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE	Simsbury, CT 06092		
TELEPHONE NUMBER	860-256-9770	FAX	
E-MAIL	jnrubin@aol.com		
Resumes of applicants should be sent to the following persons e-mail address(es) (please include more than one e-mail address):			
Garry Berman		FVJCEMPLOYMENT@FVJC.ORG	
Jon Rubin		jnrubin@aol.com	

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