



The
Association of
Reform Jewish Educators
Since 1955

633 Third Avenue | New York, NY 10017-6778

EDUCATOR SEARCH APPLICATION

CONGREGATION/INSTITUTION	Congregation Sukkat Shalom	DATE OF APPLICATION	3/29/2022
STREET ADDRESS	1001 Central Avenue		
CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE	Wilmette, IL, 60091		
TELEPHONE NUMBER	847-251-2675	FAX	
E-MAIL	sukkatshalom@sukkatshalom.org	WEBSITE	www.sukkatshalom.org
URJ DISTRICT		DATE POSITION IS AVAILABLE	July 2022
POSITION TITLE	Director of Congregational 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



Mission Statement

Sukkat Shalom is a unique and innovative congregation serving a diverse group of individuals and families within an intimate spiritual home. Our specific mission is outreach to the intermarried, the unaffiliated, and all those searching for a meaningful Jewish life.

As a community open to new ideas, Sukkat Shalom welcomes all who are seeking creative models for Jewish life. Sukkat Shalom challenges many of the assumptions made by traditional synagogues. From worship to education, Sukkat Shalom experiments and innovates.

Congregation
Sukkat
Shalom

Duties and Responsibilities

Collaboration

- Join our collaborative senior staff and clergy team and become a fully engaged partner in the life of Congregation Sukkat Shalom.
- Share your Torah – The educator will be encouraged to bring their strengths and gifts to the congregation by creating programs and working with affinity groups in areas that inspire them and the congregation.

Inclusion

- Recognize and support our congregation's deep commitment to inclusion based on intermarriage, different religious backgrounds, and family diversity.

Family School and Hebrew School

- Creatively direct, guide, and update our unique family education and Hebrew school programs, building on the robust foundation of our innovative education program by incorporating contemporary trends in Jewish learning.
- Plan and implement Family School programming, curricular updates, teacher training and supervision, and overall administration.
- Recruit, hire, and train all Family School and Hebrew school teachers.
- Manage our recently updated Hebrew School program, which utilizes the #Onward Hebrew model of teaching Hebrew, incorporating delayed decoding, t'filah, Jewish Life Vocabulary, and Hebrew Through Movement. (Students begin formal Hebrew studies in 5th grade.)



Duties and Responsibilities Cont.

Family School and Hebrew School Cont.

- Be a resource for families, serving as an ambassador of Sukkat Shalom's programs, welcoming new families to Sukkat Shalom, and helping to connect families to Jewish life in the community.
- Help facilitate creative, fun, and inspirational t'filah -- both in-person and/or online for Family School and Hebrew School.
- Partner with the Education Advisory Committee Chair and Education Advisory committee to gain insight, brainstorm new ideas, and facilitate engagement opportunities for Family School families.
- Work with communications manager and staff to develop communications plan to "advertise" Family School and Hebrew School programs.
- Oversee Family School/Hebrew School budgets and expenditures.

Youth and Family Programming

- Develop informal education experiences such as Shabbat dinner, activities, and hands-on mitzvah projects.
- Take lead in reinvigorating and rethinking annual family retreat.
- Supervise the middle school Youth Group advisor (part time), and the madrichim training coordinator (part time).
- Advise the newly created (2021) high school youth group.
- Oversee and lead the High School madrichim program consisting of 20 high school students.
- Lead a monthly Chat n' Chew program for 15 teens to gather, learn, and socialize on Sunday afternoon following Family School.
- Work with the senior rabbi and cantorial soloist in planning Shabbat dinner and learning opportunities for B'nai Mitzvah students and their families.



Duties and Responsibilities Cont.

Early Childhood Programming

- Organize and plan classes and programs for families with young children.
- Plan Tot Shabbats and other holiday activities geared toward families with young children.
- Create opportunities for families with young children to participate in programs that would feed into Family School.

Adult Learning and Programming

- In collaboration with clergy and staff, assist Acting Senior Rabbi in developing the overall arc of adult learning and programming.
- Serve as liaison to auxiliaries and adult affinity groups, as befitting your interests and the needs of the congregation.

Programming Coordination

- In collaboration with staff team, create a yearly plan for programming for the entire congregation.



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	331	75	120	24
FIVE YEARS AGO	342	98	167	28
FUTURE DEMOGRAPHIC PROJECTIONS ARE				

NUMBER OF STUDENTS ENROLLED BY GRADE

PreK	K	1	2	3	4	5	6	7	8	9	10	11	12
2	8	5	5	8	19	13	12	20	8				
OTHER (specify): 20 High School students													

HEBREW BEGINS IN GRADE 5	AND CONTINUES THROUGH GRADE 7	CONFIRMATION BEGINS IN GRADE
ADULT PROGRAMMING		JEWISH PARENTING PROGRAMMING
CAMPS (URJ REGIONAL AND CONGREGATIONAL)	OSRUI	

II. DAYS AND TIMES OF CLASSES

RELIGIOUS SCHOOL	HEBREW SCHOOL	CONFIRMATION	POST-CONFIRMATION
Sundays 10 am – 12 pm (bi-monthly)	Thursdays, 4:15-5:45 pm	N/A	
WEEKDAY EARLY CHILDHOOD	DAY CARE	PARENTING/FAMILY PROGRAMMING	PARENTS' DAY OUT
CAMP(CONGREGATION ONLY)			
OTHER (specify) High School Chat N' Chew Program – Sundays, 12:15-1:45 pm (monthly)			

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	Sam Gordon	Full (Retiring June 2022)	25
ASSOCIATE RABBI	Carlie Daniels	Full (Acting Senior Rabbi, July 2022)	6
CANTORIAL SOLOIST	Kenneth Lyonswright	Full	6
EXECUTIVE DIRECTOR	Andy Schultz	Full	5
COMMUNICATIONS & OPERATIONS MANAGER	Seth Zimmerman	Full	3
FAMILY SCHOOL COORDINATOR	Samantha Worth	Part-Time	3
EXECUTIVE DIRECTOR EMERITA	Judy Buckman		23
SONG LEADER	Alan Goodis	Part-Time	9 years
YOUTH ADVISOR	Kelli Max	Part-Time	8 years
CUSTODIAN	Toni Pikorni	Part-Time	

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.

Currently, full time staff meets with the Personnel Committee to have an annual conversation and review. The process is somewhat informal. The educator will be required to reflect on their duties/responsibilities, how they feel like their work is going, and what kind of additional support they may need from the congregation.

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

NUMBER OF TEACHERS		SPECIALISTS	
COORDINATORS / DEPARTMENT HEADS	1	ART	
PRIMARY	7	COMPUTER	
INTERMEDIATE	3	DANCE	
UPPER		DRAMA	
BAR / BAT MITZVAH		HEBREW	3
HIGH SCHOOL / POST B'NAI MITZVAH		LEARNING CENTER	
ARE THERE ANY FULL-TIME TEACHERS ?	No	LIBRARIAN	
CUSTODIAL STAFF (specify full or part-time)		Part-Time	

IV. FACILITIES

SANCTUARY	300	NUMBER OF CLASSROOMS	3
CHAPEL		ART ROOM	
LIBRARY	Yes	MUSIC ROOM	
SOCIAL HALL / AUDITORIUM	Yes	YOUTH LOUNGE	
SANCTUARY / SOCIAL HALL COMBINATION		TEACHER RESOURCE CENTER	
		EDUCATOR'S OFFICE	Yes
		COMPUTER ROOM	
		STUDENT LEARNING CENTER	

OTHER (SPECIFY)	
IS THE EARLY CHILDHOOD FACILITY SHARED WITH RELIGIOUS SCHOOL ?	

AGE of BUILDINGS:	SANCTUARY	Reno: 2018	SCHOOL	Reno: 2012	OFFICE AREA	Reno: 2012
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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	1995	and became a member of the URJ (UAHC) in	1995
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 ?	N/A	If yes, in what year ?	

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

- To enhance and expand our mission and culture of interfaith inclusion and diversity. These principles are the essence of who we are and we are committed to embracing and expanding them as our congregation moves forward.
- To keep deep personal relationships at the heart of our congregation. We have a keen sense of belonging, feel connected and informed, and have built lifelong friendships through our community.
- To remain on the cutting-edge of Jewish celebration, education, and innovation. From its inception, Sukkat Shalom has been dedicated to critical examination of old assumptions and created innovative and relevant ways to embrace Judaism. Our members value our creative and accessible music, worship, and other programs.

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

- Collaborative, talented, and dedicated clergy and staff team.
- Kind and approachable lay leaders and congregants who make Sukkat Shalom an inviting and inclusive community.
- Robust programming: We offer a wide array of programs, guest speakers, music, and adult education that help us to connect with congregants across various ages and stages.
- Investing in our Future: During the recent pandemic, our synagogue embraced online and virtual technologies to keep our members connected and engaged. While congregants prefer to attend many congregational activities in person, we have invested in online technology so that we can maintain and improve these virtual connections for those unable to attend congregational activities in person for reasons of age, disability, or because they do not live close by.
- Family School: Our unique approach to family education is a hallmark of our congregation. Our Family School enables children and parents to attend religious school together. With classes for children from pre-school through high school and their parents, it has proved to be a wonderful antidote to the old Sunday School model— providing an innovative platform to learn, meet other congregants, and explore Judaism as a family. Family School is the avenue through which many members are first drawn to Sukkat Shalom and forge the deep and abiding friendships that are at the core of our community.

What are the strengths of your educational program?

- Our family education model is a pillar of our congregation and what draws families to the congregation. Children and adults learning and growing together in a Jewish environment is a core strength of our program.
- We have a rich and meaningful tradition of *t'filah* at Family School and Hebrew School. Our *t'filah* is led by our Cantorial Soloist, Kenneth Lyonswright and Nationally-Touring Jewish Musician and Songwriter, Alan Goodis alongside our rabbis. Family School *t'filah* is a highlight of the program for our staff and families, offering opportunity for music, discussion, and fun.
- Our congregants appreciate the organic and flexible environment that is essential to our education programs. We understand that learning is not a “one size fits all” proposition, and we work hard to make sure we can meet the diverse needs of our students and families.

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

- Warmth of Heart: We seek an educator who cares deeply about people and will forge deep personal relationships with our congregants and professional team.
- Spirit of Collaboration: We seek an educator who is flexible and confident in their own talents and skills, yet humble and ready to be supported by our clergy and staff team both professionally and personally. We pride ourselves on being a small team that works together to brainstorm new ideas and bring our visions to life.

- Growth-mindset: We seek an educator who is ready to vision and grow with our community. They will work with our professional staff and lay leaders to help lead the congregation through this exciting period of transition.

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

- Work collaboratively with fellow clergy, staff, and congregants to serve the community's educational and spiritual needs.
- Develop and build deep connections and relationships within the congregation and community.
- Cultivate and nurture a deep sense of belonging among our congregants, connecting them to our synagogue community and maintaining engagement across all ages and stages.

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

- Sukkat Shalom has a culture of belonging in which deep, personal relationships and connections are central. As a relatively small and intimate congregation, we have created a community in which everyone belongs and every person matters. These personal relationships extend from members of the congregation to each other and the congregation as a community; to our gifted clergy and professionals; and to our multi-faith friends and neighbors in Wilmette and across Chicago. We are intentionally inclusive and welcome people and families of diverse backgrounds to enrich our community and our Jewish experience. We have no restrictions based on any religion or identity. Full participation in any ritual, practice, or leadership position is our overarching policy.

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

- Sukkat Shalom is a new type of faith community, a fulfillment of Rabbi Sam Gordon's vision to welcome the intermarried and unaffiliated and forge a new way of building a Jewish family life of meaning and depth. During the past year, we undertook extensive self-research as a congregation. Our self-research determined that the members, clergy, and staff of Sukkat Shalom know who we are: a strong and mature faith community with a solid sense of ourselves as an institution. We are in a moment of exciting transition for our congregation. Our clergy and staff will play a vital role as our congregation moves forward during this period of transition, growth, and discovery.
- The Sukkat Shalom community evolved because traditional Jewish synagogues in the Chicago area were not providing a safe, comfortable Jewish home for those seeking a place where they and their families could lead a Jewish life. We must continue to provide a place where every person can have a meaningful, modern Jewish experience. We must remain intentionally inclusive and accessible to interfaith families and those seeking Jewish life so that we remain true to our mission and history.
- Our community must continue to innovate and reimagine our future to remain relevant to our current members at all stages of life. We must search for and discover new ways of expanding our community, reaching beyond those who already participate in our worship and programming.

VI. INCUMBENT EDUCATOR

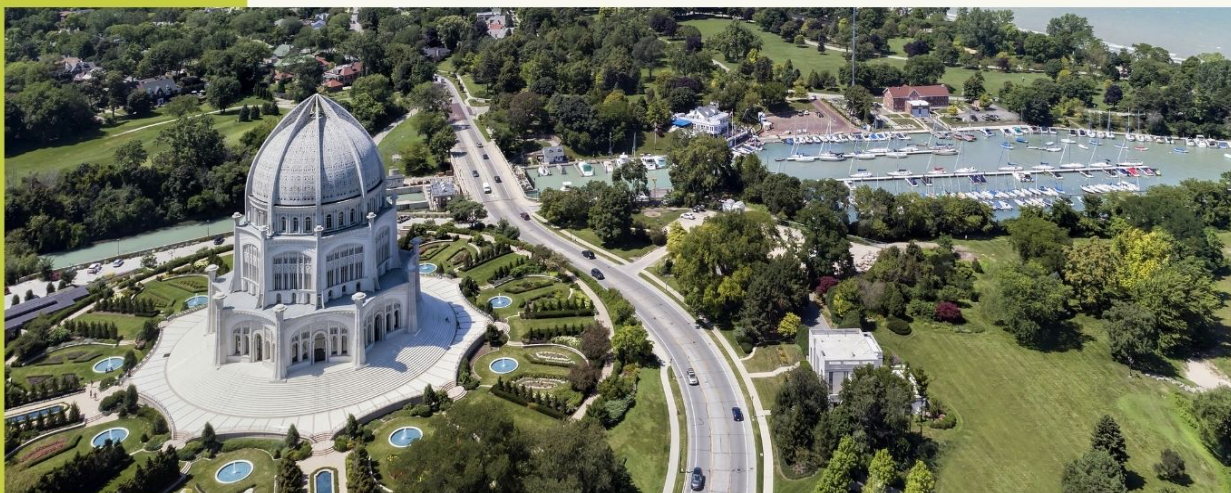
Has the current educator been informed that the congregation / institution is in placement ?	Yes
On what date will the current educator relinquish his/her position ?	June 2022

VII. COMMUNITY ATTRACTIONS

Wilmette & Chicago

Wilmette (pop. 27,000) is a beautiful community, one of Chicago's original "streetcar suburbs," with a diverse array of comfortable homes along its tree-lined and often cobblestone streets. Founded in 1872, it was named one of Business Week's "Top Ten Places to Raise Your Kids," and is located on the north shore of Chicago, 16 miles from downtown and easily accessible by Metra commuter train, the Chicago "El" and bus system, and by car off I-94.

Wilmette has its own public school district K-8 and is part of the top-rated, New Trier public high school system. The Village of Wilmette is blessed with its location along Lake Michigan, where it has public beaches, picnic areas, a marina, tennis courts, and an outdoor theater. Northwestern University is just south in Evanston.



The Jewish community on the North Shore is diverse and lively, with over 60 congregations of all denominations, including 20 Reform congregations. The JCC and Jewish schools and childcare centers abound. The JUF is active and strong, and nearby is the OSRUI summer camp in Wisconsin.

Sukkat Shalom is a member of the New Trier Multi-faith Alliance and has especially close partnerships with the First Congregational Church of Wilmette and the First Presbyterian Church of Wilmette.

Chicago bursts with colorful neighborhoods, parks, beaches, bikeways, river walks, and big-city cultural attractions. There are, for example, the Art Institute, Millennium Park, Field Museum, Shedd Aquarium, Adler Planetarium, Chicago Architecture Foundation tours, the Goodman Theatre, Lyric Opera, Chicago Symphony, and Joffrey Ballet. Then there are annual festivals, the many sports teams, and dining options across the spectrum of cultures and cuisines, offering an endless landscape to explore the pleasures and appeal of city life.

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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	\$80,000-95,000
Percentage of pension (RPB) in addition to salary (15% recommended)	10%
Length of original contract (two years recommended)	2 years with an option for an additional year

STANDARD BENEFITS FOR THE EDUCATOR, IN ADDITION TO SALARY							
Medical-Hospitalization		Moving Allowance	X	Books & Periodicals	X	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		Early Childhood Tuition		Israel Trips	
		Regional URJ Gathering					
Other (please specify)	Paid Family and Medical Leave – 12 weeks paid, Vacation – 1 month						

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	CCAR (Assistant/Associate Rabbi position), 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	Carlie Daniels, Associate Rabbi/Director of Lifelong Learning
Signature	

CHAIRPERSON OF THE EDUCATOR SEARCH COMMITTEE

NAME	Larry Friedman and Lynn Greenbaum	POSITION	Search Committee Co-Chairs
STREET ADDRESS	1001 Central Ave		
CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE	Wilmette, IL 60091		
TELEPHONE NUMBER	Lynn: 847-877-4268 Larry: 847 331-5797	FAX	
E-MAIL	larryfriedman63@outlook.com , imgreenie5@gmail.com		
Resumes of applicants should be sent to the following persons e-mail address(es) (please include more than one e-mail address):			
larryfriedman63@outlook.com , imgreenie5@gmail.com , cdaniels@sukkatshalom.org			

IF THE CONGREGATION/INSTITUTION HAS A MISSION STATEMENT,
PLEASE ENCLOSE A COPY (See above)