



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 Israel of West Palm Beach	DATE OF APPLICATION	05/03/2022
STREET ADDRESS	1901 Flagler Drive		
CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE	West Palm Beach, FL 33406		
TELEPHONE NUMBER	561-833-8421	FAX	561-833-0571
E-MAIL	General: tioffice@temple-israel.com Specific: rabbisalkin@temple-israel.com	WEBSITE	temple-israel.com
URJ DISTRICT	Southeast	DATE POSITION IS AVAILABLE	6/1/2022
POSITION TITLE	Director of Education and Youth Programming	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	222	13	26	5
FIVE YEARS AGO	243	21	36	2
FUTURE DEMOGRAPHIC PROJECTIONS ARE a significant increased based on an upcoming major transformation in our area				

NUMBER OF STUDENTS ENROLLED BY GRADE

PreK	K	1	2	3	4	5	6	7	8	9	10	11	12
		2				2	6	8	2	3	2	1	
OTHER (specify):													

DAY CARE	N/A	PARENTS' DAY OUT	N/A	EARLY CHILDHOOD	N/A
OTHER (specify): Combined & Madrichim program 7					

HEBREW BEGINS IN GRADE	4	AND CONTINUES THROUGH GRADE	7	CONFIRMATION BEGINS IN GRADE	8
ADULT PROGRAMMING	Yes – rabbi and lay led			JEWISH PARENTING PROGRAMMING	N/A
CAMPS (URJ REGIONAL AND CONGREGATIONAL)					

II. DAYS AND TIMES OF CLASSES

RELIGIOUS SCHOOL Sunday 9:30 – noon	HEBREW SCHOOL Small groups Tuesday or Wednesday afternoon	CONFIRMATION Combined with madrichim program with monthly learning program after Sunday classes	POST-CONFIRMATION N/A
WEEKDAY EARLY CHILDHOOD N/A	DAY CARE N/A	PARENTING/FAMILY PROGRAMMING Our religious school includes some Social Action projects and other activities which integrate family involvement	PARENTS' DAY OUT N/A
CAMP (CONGREGATION ONLY) N/A			
OTHER (specify) Grant received to begin a Jewish LGBTQ youth drop-in program this summer			

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 – Interim	Jeffrey Salkin	FT	2 – will serve through 6/2023
ASSOCIATE RABBI			
ASSISTANT RABBI			
CANTORIAL Soloist (virtual)	Peri Smilow	PT	1
EDUCATOR	Jackie Klein	PT	3
ASSISTANT EDUCATOR			
ADMINISTRATOR/Executive Director	Karen Szteinberg	FT	3
PROGRAM DIRECTOR			
YOUTH WORKER	Jackie Klein	PT	2
EARLY CHILDHOOD EDUCATOR			
Rabbi Emeritus	Howard Shapiro	(1982 – 2009)	27

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.

The rabbi serves as the supervisor of all congregational learning and of the educator's role in Jewish education. The Executive Director serves as the supervisor for budgetary matters, HR-related aspects with teachers and *madrachim*, and overall coordination with the temple's other activities and operations.

The temple's policy of performance review is through a process of ongoing feedback rather than set formal reviews. We find this open dialogue very successful in creating positive growth of our programs and staff.

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

NUMBER OF TEACHERS	SPECIALISTS
COORDINATORS / DEPARTMENT HEADS	ART
PRIMARY 1	COMPUTER
INTERMEDIATE 1	DANCE
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) 1 - Earnton Mosley FT 29 years	

IV. FACILITIES

SANCTUARY	Y	NUMBER OF CLASSROOMS	5
CHAPEL – Library can be set for worship	Y	ART ROOM	N/A
LIBRARY	Y	MUSIC ROOM	N/A
SOCIAL HALL / AUDITORIUM	Y	YOUTH LOUNGE	Y
SANCTUARY / SOCIAL HALL COMBINATION	N	TEACHER RESOURCE CENTER	N/A
		EDUCATOR'S OFFICE	1
		COMPUTER ROOM	N/A
		STUDENT LEARNING CENTER	N/A
OTHER (SPECIFY)			
IS THE EARLY CHILDHOOD FACILITY SHARED WITH RELIGIOUS SCHOOL? N/A			

AGE of BUILDINGS:	SANCTUARY	1953, last renovated 2009	SCHOOL	1953, last renovated 2009	OFFICE AREA	1953, last renovated 2009
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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	1923	and became a member of the URJ (UAHC) in	1923
The Shabbat prayer book used is	Mishkan T'fillah		
The High Holy Day <i>machzor</i> used is	Mishkan HaNefesh		
Has the Religious School received ARJE Accreditation?	No	If yes, in what year?	

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

1. *Inspire and excite* congregants through worship, learning and spirituality
2. *Create* communal relationships that foster deeper involvement in Jewish life
3. *Maintain* financial stability

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

- **Legacy:** A proud history in a premier Jewish community with a multi-generational congregation deeply committed to the future of Temple Israel
- **Education:** In addition to our small yet vibrant school and our active and engaged teen population, our adult education programs are robust, with well-attended Torah study and a variety of continuing education programs.
- **Lay Leadership:** We have a diverse, engaged, and strongly motivated core of lay leaders.
- **Religious School Retention:** Our religious school to confirmation/madrachim retention rate is greater than 90%
- **Location:** A beautiful location along the Intracoastal Waterway with enticing outdoor water view courtyards, a recently renovated sanctuary and campus, and standing on the brink of a major transformation in the area.

What are the strengths of your educational program?

- Engaged parents who actively participate in on-site and off-site programs
- A vibrant and growing teen population
- Leadership opportunities for students of all ages
- The engagement of adults (professionals and lay leaders) who inspire our students at every turn

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

- An outgoing, joyful approach to involvement to Jewish life that attracts individuals of all ages
- An entrepreneurial and out-of-the-box approach to promoting, recruiting, and engaging families with school-age children
- A beyond-the-textbook approach to Jewish learning and curriculum development

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

- Marketing of the congregation's educational program to attract families with school-age (and younger) children
- Creating and maintaining a joyful, substantive educational environment that will prepare students and their families for meaningful engagement in Judaism, the Jewish community, and the Jewish people
- Growing the ongoing involvement of parents in the school and congregational community

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

- Temple Israel, which is about to enter its 100th year, is a vibrant and welcoming congregation. As we celebrate our history as Palm Beach County's oldest Jewish institution, we are also planning a major transformation based on exciting new developments in our community which will ensure that Temple Israel remains relevant and vibrant for many generations to come.

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

- Ensuring our place – our involvement and visibility – in the re-imagining of our community as West Palm Beach undergoes a dramatic expansion
- Re-envisioning recruitment, especially among families with children. Our area's Jewish demographics include a significant "not-yet-affiliated" population which offers much opportunity.
- Professional stability as the congregation enters the rabbinical search process in the year ahead

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?	5/31/22

VII. COMMUNITY ATTRACTIONS

General population of location	Our encatchment area includes many towns. The majority of our congregants come from West Palm Beach (population 115,000), Palm Beach Gardens (60,000) and the island of Palm Beach (8000). The population of Palm Beach County is over 1.5 million.	Total Jewish population	The Jewish population of Palm Beach County is almost 245,000. Of these, about 200,000 live within our encatchment area, shared by over 20 Reform and Conservative synagogues.
JEWISH INSTITUTIONS IN AREA			
JCC	Yes – 2 locations of the Mandel JCC		
Federation	Yes – Jewish Federation of Palm Beach County		
Jewish Family Service	Yes – Alpert Jewish Family & Children’s Services		
Central Jewish Education Agency	Part of the Jewish Federation		
Jewish Day School (which grades) ?	Yes – K–8		
Morse Life Senior Services; Kosher Meals on Wheels; JCRC			
Other			
Majority of members’ children attend public school, private school, or Jewish day school?	Public		
Colleges, universities	Colleges and universities in the area: Palm Beach County hosts 16 institutions of higher learning including Florida Atlantic University, Palm Beach State College, Palm Beach Atlantic University, Keiser University, Nova Southeastern University, Lynn University, Barry University, and the University of Miami.		
What cultural opportunities are available (e.g., symphony, opera, museum, theatre, sports, etc.) ?	Cultural venues include the Kravis Center for the Performing Arts, Norton Museum of Art, Flagler Museum, Palm Beach Dramaworks, Palm Beach Opera, Palm Beach Symphony, and Coral Sky Amphitheatre. Recreational venues include Roger Dean Chevrolet Stadium and <i>FITTEAM</i> Ballpark of the Palm Beaches. Other major institutions include Scripps Research Institute, Max Planck Florida Institute for Neuroscience, Tenet Healthcare Corporation network of medical centers, HCA Healthcare health system network, Walgreens (distribution center), Tyco Integrated Security, Florida Crystals, US Sugar, Pratt & Whitney (a division of United Technologies Corp.), Lockheed Martin, and ADT Security Services. In addition, West Palm Beach is a major hub of the Brightline train service, with high-speed service to Miami and on track to connect to Orlando in 2022.		

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	\$50,00 - \$60,000
Percentage of pension (RPB) in addition to salary (15% recommended)	
Length of original contract (two years recommended)	2

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

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 & Jewish Staffing

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	Karen Sztainberg, Administrator/Executive Director
Signature	

CHAIRPERSON OF THE EDUCATOR SEARCH COMMITTEE

NAME	Marty List	POSITION	Board President
STREET ADDRESS	c/o Temple Israel, 1901 N. Flagler Drive		
CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE	West Palm Beach, FL 33407		
TELEPHONE NUMBER	561.833.8421	FAX	561.833.0571
E-MAIL			
Resumes of applicants should be sent to the following persons e-mail address(es) (please include more than one e-mail address):			
RabbiSalkin@temple-israel.com - Rabbi Jeffrey Salkin			
Karen@temple-israel.com - Karen Szteinberg (Administrator/Executive Director)			

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

Director of Education and Youth Programming

Temple Israel of West Palm Beach, Florida

Full Time

Create the Jewish future – in the midst of a community that is undergoing major transformation.

Temple Israel of West Palm Beach, located in West Palm Beach, Florida, seeks a Director of Education and Youth Programming. We are a Reform congregation of approximately 220 member families. Our program includes thrice monthly Sunday sessions, between August and May. Beginning in fourth grade, students also attend weekly Hebrew sessions.

We value Jewish tradition, as understood within a contemporary Reform context; a commitment to the Jewish people and Israel; social justice; diversity; creativity and innovation.

This job could be for you:

- If you are creative, organized, and motivated
- If you want to partner with our team to continue to grow learning for students and families
- If you want a mentoring relationship with a seasoned rabbi
- If you like collaborating with professional staff and lay leadership
- If you can multi-task
- If you encourage and welcome parental involvement
- If you are sensitive to issues around LGBTQ youth and adults, outreach and intermarried families
- If you have outstanding computer skills, including Word, Excel, and social media

Our Director of Education and Youth Programming will:

- Create and maintain a joyful, substantive educational environment that will prepare students and their families for meaningful engagement in Judaism, the Jewish community, and the Jewish people
- Participate in hiring, supervising, mentoring, and evaluating teachers and teen teaching assistants (madrachim), building upon an innovative program designed in consultation with the Jewish Education Project
- Work with the Rabbi and professional team to prepare and maintain necessary school schedules, family and financial records and budgets
- Partner with Rabbi and other professionals in fulfilling our new program – a LGBTQ drop-in center for Jewish teens – the only one of its kind in Palm Beach County
- Help develop a program for Jewish young adults in the West Palm Beach area
- Do outreach in the larger Jewish community to enlarge our market; bring informal Jewish programming into public spaces; creatively engage unaffiliated families

- Critically evaluate and revise our curriculum
- Be involved in marketing and recruitment for the school, especially through social media
- Initiate and support fundraising efforts to enhance the school budget
- Teach in the Hebrew program
- Be involved in the *B'nai Mitzvah* program, including scheduling and tutoring students
- Write monthly bulletin articles; regular updates to parents; and information for the Temple board
- Promote connections between school and various other constituencies within the congregation, such as Brotherhood and Sisterhood, to deepen relationships and engagement
- Participate in the community's Educators Council

Salary range: \$50,000-\$60,000, plus standard benefits

Candidates must have a minimum of a bachelor's degree, prior teaching experience, comfort with the theology and practices of the Reform movement, and experience with teaching basic Hebrew and prayer. Prior school administration or management experience is preferred, but not required. To apply, send a cover letter and resume to: rabbisalkin@temple-israel.com. Use the words "Religious School Director Application" as the email's subject line.

Temple Israel of West Palm Beach
Mission Statement
February 2020

Temple Israel is a fully-inclusive Reform Jewish congregation which engages its community through worship, life-long learning, Israel connections, inreach, outreach, cultural arts, *tikkun olam*, personal growth and life cycle events. The Temple's central purpose is to engage all generations to become better human beings committed to synagogue life, the Jewish community, Israel and repairing the world, by offering inspirational social and educational programs based on principals of Reform Judaism and nurtured by farsighted spiritual leadership.