



# National Association of Temple Educators

AN AFFILIATE OF THE UNION FOR REFORM JUDAISM

אגודת המחנכים ליהדות רפורמית

633 Third Avenue ♦ New York, NY 10017-6778

## EDUCATOR SEARCH APPLICATION

### RETURN ORIGINAL TO:

(Preferably by E-mail)

Rabbi Stan Schickler, RJE

National Association of Temple Educators

633 Third Avenue

New York, NY 10017-6778

212-452-6510

[sschickler@natenet.org](mailto:sschickler@natenet.org)

<b>CONGREGATION/INSTITUTION</b>	Congregation Kol Ami	<b>DATE OF APPLICATION</b>	11/20/12
<b>STREET ADDRESS</b>	2425 East Heritage Way		
<b>CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE</b>	Salt Lake City, UT 84109		
<b>TELEPHONE NUMBER</b>	801-484-1501	<b>FAX</b>	
<b>E-MAIL</b>	emilyabauman@gmail.com	<b>WEBSITE</b>	www.conkolami.org
<b>URJ DISTRICT</b>	West	<b>DATE POSITION IS AVAILABLE</b>	July 1, 2015
<b>POSITION TITLE</b>	Director of Congregational Learning	<b>FULL or PART-TIME</b>	Full time

- ✓ **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.

### **PLEASE INCLUDE A JOB DESCRIPTION WITH THIS APPLICATION**

If you are seeking a position where you can be part of wonderful community, where you can share your love and knowledge of Judaism and where you can help to honor our traditions and explore new ways of expressing Judaism in one of the most beautiful places on earth, then we could be a match and we look forward to hearing from you!

Congregation Kol Ami is affiliated with both the United Synagogue of Conservative Judaism and the Union of Reform Judaism. With about 350 member-units, we are proud to provide both Reform and Conservative services as well as adult and youth education programs, social action opportunities, concerts, and many other opportunities for prayer, study, and socializing. Our membership is diverse and inclusive with single, married, interfaith, and same-sex families spanning a broad range of academic, working class, and professional occupations. We are a close community that shares a desire to spend time together. Our Mitzvah Network includes our entire membership and we work tirelessly to support and care for all our members.

**We seek a dynamic, engaging, and visionary Education Director to lead our vibrant and exceptional community and our religious school in Jewish education programs. We are a congregation for all Jewish people, whose strength is rooted in our vision for bringing diverse viewpoints and religious expressions together in one community.**

**The Rafi Schwartz Religious School (RSRS) currently has about 170 students in pre-K through post b'nai mitzvah, employs both professionally-trained and volunteer educators, and is led by a Director, supported by an Associate Director and parents who make up the Religious School Committee. Students attend the RSRS between 2 and 5 hours per week depending on their grade level. During that time, we strive to provide a solid grounding in Jewish holidays and celebrations, history, Hebrew, prayers and texts, trope training, and culture. Above all, we strive to nurture in our children the development of a strong Jewish identity and the inspiration to be active participants and leaders in the Jewish community.**

**We are seeking a candidate to fill the position of Education Director. We seek candidates who can instill an appreciation of the breadth and depth of Jewish Education to our students and all our members. The successful candidate has experience leading a religious school, creating curriculum and programming, and engaging students and families in Jewish education.**

**Our synagogue is nestled in the foothills of the Wasatch Mountains, just 10 minutes from downtown Salt Lake City, 30 minutes from some of the best skiing on the planet, and just steps away from excellent hiking and mountain biking trails. Salt Lake City has an excellent quality of life: Utah is ranked in the top ten on Forbes magazine's 2012 list of "America's Best States to Live"; Skiing magazine ranks Utah as the leading ski destination for access, snow quality and value; Utah is the fifth most affordable state in the United States; and Salt Lake City is within 5 hours drive of at least ten stunning National and State Parks.**

#### **About Our Congregation:**

- We are an engaged community interested in sharing, studying, and experiencing Judaism**
- We are committed to offering a variety of egalitarian religious services (Reform, Conservative, lay-led and clergy-led) to our members.**
- We offer two concurrent High Holiday Services: one Reform and one Conservative.**
- We are committed to training members of the congregation to develop a cadre of service leaders/participants.**
- We have a remarkable depth of knowledge and skills in our congregation. We are fortunate to have many lay-leaders who assist with all parts of the service.**
- We recognize that not all our membership is able to read Hebrew; we pray both in Hebrew and English and we seek to create opportunities for people to engage and participate as they feel most comfortable.**

#### **Our Education Director:**

- Demonstrates a positive, proactive leadership style;**
- Is an innovative and passionate Jewish educator who inspires others;**
- Promotes the development and passion for a Jewish identity – an understanding of Torah; Jewish history, philosophy, values, and culture, as well as Jewish concepts of God;**
- Builds knowledge of Hebrew - ranging from reading and understanding of the prayers to conversational skills;**
- Helps create opportunities that foster the spiritual growth and Judaic knowledge of the staff, students, and members of our community.**
- Evaluates new and current (Behrman House and Mitkadem) curricula.**
- Maintains a strong enrollment of the religious school; Leads the religious school in a fiscally sustainable manner.**
- Collaborates with Rabbi, Assistant R.S. Director, Youth Director, Religious School Committee, Synagogue Director and Board.**

- Hires, mentors, oversees and evaluates religious school faculty and teaching aides.
- Creates community events such as the opening day of school, Chanukah, Passover, grade level Shabbatot and Havdallah events, end of school year BBQ.
- Collaborates with staff and volunteers to develop Jewish Education programming all members.
- Works with families and teachers in developing learning plans for students with different learning styles and those who need accommodations.
- Makes the religious school an effective gateway for Jewish families to become engaged with synagogue life;
- Builds strong relationships with parents, encouraging them to participate in and support their children's Jewish education; develops donors for the religious school and synagogue;
- Instills a love of and life-long commitment to Judaism and the State of Israel in our members of all ages;

**About the Rafi Schwartz Religious School (RSRS):**

The Rafi Schwartz Religious School is the pride and joy of our community. Our goal is to foster Jewish learning in a safe, challenging, fun, creative, and engaging environment. The Education Director is assisted by the Assistant Director, who handles the majority of the administrative details. The Assistant Director assists in creating and coordinating holiday programming, maintains records, and helps as a liaison with the Religious School Committee.

The Religious School Committee is made up of parents of current or former religious school students, and includes at least one Congregation Kol Ami Board Member. The Education Director is part of the senior staff and reports to the Board of Trustees and the Rabbi. The RSRS Committee supports the Education Director on the school's enrollment, budget, and current concerns, and to propose ideas for the school's continued growth and development. The RSRS committee is responsible for the development of the school's policies and curriculum in coordination with the director. The committee also serves as the volunteer recruiters for the school for events including opening of school, holiday celebrations, classroom activities, and fundraising. The religious school committee assists the director by providing parental feedback, helping to recruit teachers, and giving input on program development.

If you believe you will be inspired to grow with our community and be an inspiration to our community then we look forward to hearing from you.

## 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	348	120	163	20-25
FIVE YEARS AGO	350	approx. 125	190	20-25
FUTURE DEMOGRAPHIC PROJECTIONS ARE				

### NUMBER OF STUDENTS ENROLLED BY GRADE

PreK	K	1	2	3	4	5	6	7	8	9	10	11	12
17	10	22			65			20		29			0
OTHER (specify): Our 11 <sup>th</sup> and 12 <sup>th</sup> program is a casual coffee date that happens monthly with our director and cantor.													

DAY CARE	n/a	PARENTS' DAY OUT	n/a	EARLY CHILDHOOD	n/a
OTHER (specify):					

HEBREW BEGINS IN GRADE	K	AND CONTINUES THROUGH GRADE	12	CONFIRMATION BEGINS IN GRADE	8
ADULT PROGRAMMING	Yes			JEWISH PARENTING PROGRAMMING	Not yet
CAMPS (URJ REGIONAL AND CONGREGATIONAL)		Kol Ami hosts a Jewish camp recruitment/selection event, but is not affiliated with any particular camps. We have an active youth department which hosts frequent social events including some overnight sleepovers in the synagogue.			

## II. DAYS AND TIMES OF CLASSES

RELIGIOUS SCHOOL	HEBREW SCHOOL	CONFIRMATION	POST-CONFIRMATION
Wednesdays 4-6pm (grades 3-6) and Sundays 9am-12 (K-6). Pre-K attends 10am-12 once per month. K attends Sundays 10am-12. Grade 7 attends Wednesdays and Saturdays but not Sundays.	Same.	Weekly on Wednesdays from 4-6 PM	Monthly. Schedule set by instructor.
WEEKDAY EARLY CHILDHOOD	DAY CARE	PARENTING/FAMILY PROGRAMMING	PARENTS' DAY OUT
None.	Sundays 9-10 and holidays	Weekly on Wednesdays and/or Sundays	Saturday nights (Occ.)
CAMP(CONGREGATION ONLY)	None.		
OTHER (specify) Adult education often happens on Monday nights and Sunday mornings.			

## 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	Ilana Schwartzman	Full	4.5
ASSOCIATE RABBI			
ASSISTANT RABBI			
CANTOR	Laurence D. Loeb	Part-time	36
EDUCATOR	David Asman	Part-time	2
ASSISTANT EDUCATOR	Sarah Stein	Full	5 (in this role)
ADMINISTRATOR	Jean Budinger	Full	Not yet one year
PROGRAM DIRECTOR			
YOUTH WORKER	Yotam Livnat	Part-time	2
EARLY CHILDHOOD EDUCATOR			

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

The director is reviewed annually. Led by the Rabbi with input by the Religious School Committee , the process includes pre-review and post-review discussions with the director, interviews or surveys (oral and/or written) with staff, representatives of the faculty, parent community, and board members. The Rabbi writes the review and copies are given to the director, president of the board, and the religious school committee chair(s). In the pre-review discussion, the director can express what areas he/she would like feedback, however, the review is not limited to these areas.

SECRETARIES/ADMINISTRATIVE ASSISTANTS		FULL or PART-TIME	YEARS SERVED
TO EDUCATOR(S)	1 (this person is the Assistant Director of the RSRS)	Full time	5
TO RABBI(S)	1	Part time	3
TO CANTOR(S)		Part time	3
TO ADMINSTRATOR		Oversees bookkeeper (full-time), receptionist (part-time), and communications assistant (part-time)	Bookkeeper: 13+ years Receptionist: 1 year Communications: 1 year

NUMBER OF TEACHERS		SPECIALISTS	
COORDINATORS / DEPARTMENT HEADS	0	ART	1
PRIMARY	5	COMPUTER	
INTERMEDIATE	4	DANCE	1
UPPER	4	DRAMA	1
BAR / BAT MITZVAH	2	HEBREW	3-5
HIGH SCHOOL / POST B'NAI MITZVAH	3-4	LEARNING CENTER	
ARE THERE ANY FULL-TIME TEACHERS ?	no	LIBRARIAN	volunteers
CUSTODIAL STAFF (specify full or part-time)	2 full-time custodians		

#### IV. FACILITIES

SANCTUARY	1	NUMBER OF CLASSROOMS	9
CHAPEL	1	ART ROOM	
LIBRARY	1	MUSIC ROOM	
SOCIAL HALL / AUDITORIUM	1	YOUTH LOUNGE	1
SANCTUARY / SOCIAL HALL COMBINATION	1	TEACHER RESOURCE CENTER	1
		EDUCATOR'S OFFICE	1
		COMPUTER ROOM	
		STUDENT LEARNING CENTER	
OTHER (SPECIFY)	Children's library, children's sanctuary/play room, Rabbi's office, Cantor's office, Rabbi Emeritus's office, mikveh		
IS THE EARLY CHILDHOOD FACILITY SHARED WITH RELIGIOUS SCHOOL ?	We do not have an early childhood program.		

AGE of BUILDINGS:	SANCTUARY	38 years	SCHOOL	12 years	OFFICE AREA	12 years
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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	1974	and became a member of the URJ (UAHC) in	Prior to 1974
The Shabbat prayer book used is	Mishkan T'Filah, Siddur Sim Shalom		
The High Holy Day <i>machzor</i> used is	Gates of Remembrance and Days of Awe		
Has the Religious School received NATE Accreditation ?	no	If yes, in what year ?	

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

First and foremost, we are committed to be the congregation for all our people: Reform, Conservative, Just-Jewish, and K'rov Yisrael/interfaith families. We provide both Reform and Conservative services, often concurrently, so that all can find a place to pray that fits their needs.

Secondly, we are committed to having members of all ages and economic abilities. Approximately one-third of our congregation pays reduced dues and a similar percentage of children in our religious school receive tuition assistance.

Thirdly, we believe that there are many ways to be a member of our congregation and religious services are just one entry ramp. By providing educational, social, and social justice opportunities as well as religious services, weekly and for holidays, we create a dynamic community where all can find their way to express their Judaism and contribute to our kehila.

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

We strive to be a place for all Jews and Jewish families; we do this through a variety of programs and services.

Our congregation has a remarkable number of knowledgeable members who assist in leading services, laining Torah and Haftarah, giving divrei Torah, and teaching in all areas of education.

Led by our warm and caring Rabbi, our congregation is a welcoming place for all who visit as well as those who have been members for years.

**What are the strengths of your educational program?**

- A dedicated faculty and a lively group of teaching aides.
- A curriculum that includes Hebrew, focusing on prayerbook Hebrew, and Judaics (Avodah, Kehila, Torah, Holidays, Jewish history and Israel). We have been focused on developing the scope and sequence of the Judaics curricula to ensure depth, breadth and developmental appropriateness.
- Parents who volunteer to support the school's programs.
- A fantastic Assistant Director who knows the traditions of our school, our families and the overall operations of the synagogue.

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

1. To serve as the Educator for all our people. We very much want to expand the offerings for learning for all ages.
2. To meet the needs of all our congregants, Reform, Conservative, Just-Jewish and interfaith families.
3. Ability to work collaboratively and collegially with our Reform Rabbi, other staff, the board and volunteers.

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

1. Our religious school—serving as the administrator, recruiting and retaining students and teachers, developing and assisting teachers to implement curricula, and working with families to meet the individual needs of children.
2. To work with Rabbi to make us a robust beit midrash, house of study.
3. To get to know and appreciate the individuals in our vibrant and diverse kehila.

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

We are dual-affiliated and are committed to meeting the needs of all Jews. Our school does not lean one way or the other but embraces both Reform and Conservative traditions. Families choose if they want to have a Reform or Conservative service for their children's b'nai mitzvah—both are encouraged. Also, we are dedicated to being a Jewish home for all, regardless of ability to pay. Our school is an important entry ramp for many families and we are committed to providing a comprehensive Jewish education to all Jewish children regardless of their parents' membership in our synagogue.

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

1. Building our staff (both clergy and front office) to run the every-day operations of the congregation so that the board can be less hands-on and more visionary and focused on fund-raising.
2. Transitioning from our current Cantor (who will be Cantor Emeritus) to a new Cantor.
3. Following through on the strategic planning that we are now in the midst of doing.

## 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 ?	July 1, 2015

## VII. COMMUNITY ATTRACTIONS

General population of location	Total Jewish population
JEWISH INSTITUTIONS IN AREA	Kol Ami (Reform + Conservative); Chabad
JCC	Yes
Federation	Yes
Jewish Family Service	Yes
Central Jewish Education Agency	No
Jewish Day School (which grades) ?	No
Other	<p>Salt Lake City is home to the McGillis School, whose PURPOSE is to, "create individuals committed and able to repair the world. This universal purpose, Tikkun Olam, is one we share with all who seek to better our world and the lives of all people."</p> <p>The MISSION of the McGillis School is to, "educate children and instill in our students a love of learning and the abilities to think critically, live ethically and appreciate the value of each individual. Our teaching and our community are grounded in the fundamental values found in the Jewish culture and shared by all who seek to better the world. We celebrate Jewish traditions and holidays and bring the values they represent to life in the ways we educate our children, build our community, govern our school, and utilize our resources."</p>
Majority of members' children attend public school, private school, or Jewish day school ?	The majority of our students attend public school. We do not have a Jewish day school. The McGillis School is a K-8 independent school founded in Jewish ethics. A minority of our students attend McGillis or other private schools in the area.
Colleges, universities and music conservatories in the area include	University of Utah (Salt Lake City); Westminster College (Salt Lake City); Salt Lake Community College System; Weber State University (Ogden: 40 miles); Brigham Young University (Provo: 40 miles); Utah Valley University (Orem: 40 miles); Utah State University (Logan: 80 miles).
What cultural opportunities are available (e.g., symphony, opera, museum, theatre, sports, etc.) ?	Professional symphony, opera, and ballet companies. Numerous museums and theatre companies (including several dedicated children's theatre companies). Professional basketball, soccer, hockey, and indoor football teams. Skiing just 30 minutes from anywhere in the Salt Lake valley. Phenomenal hiking and biking trails. Numerous national and state parks, including Arches, Bryce Canyon, and Zion National Parks.

## IX. REMUNERATION

INDICATE EITHER A SPECIFIC FIGURE OR A SPECIFIC RANGE Without this information, your position will not be included in NATE's placement listings. It is also highly recommended that you not list remuneration as a "package."

PROPOSED SALARY or SALARY RANGE	\$55,000-\$60,000
Percentage of pension (RPB) in addition to salary (15% recommended)	tbd
Length of original contract (two years recommended)	Two years

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	✓	NATE Conference	✓	Religious School Tuition	✓	Laptop Computer	✓
Long Term Disability Insurance	✓	URJ Biennial	✓	Early Childhood Tuition		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	UCSJ

In making this request to the NATE 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 NATE 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	<b>NOTIFY THE NATE PLACEMENT OFFICE OF THE NAME OF THE EDUCATOR-DESIGNATE WHEN THE SEARCH IS FINALIZED.</b>

Name of person completing this form and position in congregation / institution	Liz Paige, President Congregation Kol Ami
Signature	<b>Liz Paige</b>

## CHAIRPERSON OF THE EDUCATOR SEARCH COMMITTEE

<b>NAME</b>	Emily Bauman	<b>POSITION</b>	Search Committee Chairperson
<b>STREET ADDRESS</b>	2425 Heritage Way		
<b>CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE</b>	Salt Lake City, UT 84109		
<b>TELEPHONE NUMBER</b>	801-558-0788	<b>FAX</b>	
<b>E-MAIL</b>	emilyabauman@gmail.com		
<b>Resumes of applicants should be sent to the following persons e-mail address(es) (please include more than one e-mail address):</b>			
Emily Bauman at emilyabauman@gmail.com			
Liz Paige at liz@conkolami.org			

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

**Congregation Kol Ami Mission Statement:**

Congregation Kol Ami's mission is to provide Jews by birth, Jews by choice, and K'rov Yisrael interfaith families a place to join together as we worship, learn, and celebrate Judaism in a dynamic and caring community. Every person counts and everyone is welcome.