



# 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>	<b>Congregation Beth El</b>	<b>DATE OF APPLICATION</b>	6-1-16
<b>STREET ADDRESS</b>	1301 Oxford St		
<b>CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE</b>	Berkeley CA 94709		
<b>TELEPHONE NUMBER</b>	<b>510-848-3988</b>	<b>FAX</b>	
<b>E-MAIL</b>	<b>urj@bethelberkeley.org</b>	<b>WEBSITE</b>	<b>www.bethelberkeley.org</b>
<b>URJ DISTRICT</b>	<b>West</b>	<b>DATE POSITION IS AVAILABLE</b>	<b>6/15/201</b>
<b>POSITION TITLE</b>	<b>Interim Director of Youth and Family Education</b>	<b>FULL or PART-TIME</b>	<b>Full (flexible)</b>

(Similar to..)

- 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)

The primary responsibility of the Interim Director of Youth and Family Education is serving as the Principal and chief administrator of our youth, family and adult education programs. The Director takes a lead role in other educational events and programs as well. The Director ensures that these programs serve as a welcoming, productive and inspiring gateway for children and their families into the congregational community.

The Director is a senior member of the staff and works in close collaboration with the Youth and Family Education Committee, school representative, the staff, teachers, clergy and others.

The Director must have the capacity to administratively manage our educational programs through strong managerial and organizational skills, as well as a natural ability to deal in a constructive, nurturing and responsive way with our teachers, families and children.

### **Key Responsibilities of the Interim Director of Youth and Family Education (YAFE)**

1. Planning, organizing, administering and supervising the operation of YAFE Programs
2. Implement and evaluate school curricula consistent with our vision and goals
3. Recruit, hire and supervise school faculty and other YAFE related staff
4. Coordinate the youth and family education calendar with the synagogue calendar
5. Regularly observe teachers and provide mentoring and guidance
6. Ensure compliance with health, safety and licensing regulations
7. Communicate with parents and students about YAFE policies and expectations
8. Oversee the evaluation of student progress and communicate student progress to parents
9. Develop and coordinate in-service learning and professional development for school faculty
10. Manage the budget for school and ancillary programming
11. Communicate regularly with the congregation regarding education program

These responsibilities may be included depending on experience and availability of Interim Educator:

12. Organize and supervise youth and family programming for High Holidays, Festivals and Shabbat
13. Plan, organize and, when appropriate, lead parent education
14. Provide oversight to lead teacher/volunteer for the Beth El teaching garden
15. Share in the development and implementation of the congregation's b'nei mitzvah program
16. Attend Beth El Program Council meetings
17. Other duties as assigned

### **Requirements**

- Strong Jewish background and commitment to Reform Judaism
- Leadership experience in education. Demonstrated ability to guide program development
- Masters degree or equivalent in education or Jewish studies
- Strong supervisory, organizational and administrative skills
- Ability to effectively manage multiple tasks and prioritize demands
- Passion for Jewish learning and teaching
- Ability to work collaboratively with staff and synagogue volunteers
- Excellent oral and written skills
- Demonstrates excellent communication skills and sensitivity in dealing with people
- Computer expertise and demonstrated proficiency with Microsoft Office Suite, database management, the internet, and social networking
- Plans and utilizes time effectively with minimal supervision
- Commitment to support and honor diverse backgrounds, families, abilities and levels of Jewish knowledge and engagement
- Ability to engage children, as well as parents to connect Jewish learning to their lives and their community

## 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	530	180 (approx)	240	40
FIVE YEARS AGO	480	120 (approx)	166	25-35 (avg)
FUTURE DEMOGRAPHIC PROJECTIONS ARE mostly stable; small increases for next several years with some fluctuation				

### NUMBER OF STUDENTS ENROLLED BY GRADE

PreK	K	1	2	3	4	5	6	7	8	9	10	11	12
	15	33	25	34	27	28	41	27			6		
OTHER (specify): Madrichim (20); Midrasha 8 - 12 - approx. 35 total; Rabbi's tisch (11/12th) - 15													

DAY CARE	PARENTS' DAY OUT	EARLY CHILDHOOD	72
OTHER (specify):			

HEBREW BEGINS IN GRADE	4	AND CONTINUES THROUGH GRADE	7	CONFIRMATION BEGINS IN GRADE	10
ADULT PROGRAMMING	yes	JEWISH PARENTING PROGRAMMING		yes	
CAMPS (URJ REGIONAL AND CONGREGATIONAL)		Camp Kee Tov (day camp) serves over 900 children per summer; many of our students attend; URJ Camp Newman; Camp Tawonga; Camp B'chol Lashon; etc.			

## II. DAYS AND TIMES OF CLASSES

Kadimah combined Hebrew/Judaic		CONFIRMATION	POST-CONFIRMATION
Tu/Thu 4 - 6; pm 7th Tu only 4-7 pm	Chug Mishpacha - alt family ed program on Sat ams	as part of Midrasaha, Sunday ams	Midrasha + "rabbi's tisch" (monthly)
WEEKDAY EARLY CHILDHOOD	DAY CARE	PARENTING/FAMILY PROGRAMMING	PARENTS' DAY OUT
we have a f/t ECE program - 72 children	at all services	as scheduled	
CAMP (CONGREGATION ONLY) Camp Kee Tov; over 900 campers/summer; 25- 30% are congregational members			
OTHER (specify) We partner with our congregations to sponsor Midrasha, our community high school program. Midrasha is housed at Beth El and has its own board and director; it meets Sunday ams. Visit midrasha.org.			

## 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	Yoel Kahn	Full	9
ASSOCIATE RABBI	Rebekah Stern	Full	2
ASSISTANT RABBI			
CANTOR "Music Director"	Rabbi Reuben Zellman	Part	6
EDUCATOR	open	Full	
ASSISTANT EDUCATOR			
EXECUTIVE DIRECTOR	David Rothenberg	Full	1

<b>PROGRAM DIRECTOR</b>			
<b>YOUTH WORKER</b>	Emily Schnitzer, Director of Youth and Camp Kee Tov	Full	6
<b>EARLY CHILDHOOD EDUCATOR</b>	Jodi Gladstone (interim)	Full	8
Midrasha Director	Rabbi Jennifer Flam	Part	1

**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 Director of Youth and Family Education is a member of the Senior Staff. S/he reports to the Senior Rabbi, who is responsible for conducting an annual performance review and, in consultation with the Director of YAFE, creating the Director's goals for the coming year. The review and goal setting are conducted in consultation with the Vice-President for Personnel and, as appropriate, the Executive Committee of the Board.

<b>SECRETARIES/ADMINISTRATIVE ASSISTANTS</b>	<b>FULL or PART-TIME</b>	<b>YEARS SERVED</b>
<b>TO EDUCATOR(S)</b>	Full	1
<b>TO RABBI(S)</b>	Full	1
<b>TO CANTOR(S)</b>		
Communication coordinator /Front office	1 full; 1 p/t	1/3

<b>NUMBER OF TEACHERS</b>		<b>SPECIALISTS</b>	
<b>COORDINATORS / DEPARTMENT HEADS</b>		<b>ART</b>	1
<b>PRIMARY</b>	>20		
<b>INTERMEDIATE</b>	(combined)	<b>DANCE</b>	1
<b>UPPER</b>		<b>NATURE /GARDEN</b>	1
<b>BAR / BAT MITZVAH</b>	<i>Sacha Kopin p/t coordinator</i>	<b>HEBREW</b>	1
<b>HIGH SCHOOL / POST B'NAI MITZVAH</b>	see about Midrasha		
<b>ARE THERE ANY FULL-TIME TEACHERS ?</b>	no		
<b>CUSTODIAL STAFF (specify full or part-time)</b>	Facilities director + 2 full time + contractors		

## IV. FACILITIES

CACTUARY 250 seats		NUMBER OF CLASSROOMS	10
CHAPEL /Beit Midrash multipurpose	yes	ART ROOM	YES
BRARY	Yes	MUSIC ROOM --	
CIAL HALL / AUDITORIUM	Yes	YOUTH LOUNGE	YES
		EDUCATOR'S OFFICE	YES
EARLY CHILDHOOD FACILITY SHARED WITH RELIGIOUS L ?		Four ECE classrooms; shared as needed	

**AGE of BUILDINGS:** We moved into our award-winning new campus in 2005 .

## V. CONGREGATIONAL IDENTITY

The Congregation / Institution was founded in 1945	and became a member of the URJ (UAHC) in	1945
The Shabbat prayer book used is <i>Siddur Ha-Makom</i> (edited by Rabbi Yoel Kahn)		
The High Holy Day <i>machzor</i> used is <i>Mahzor Ha-Makom</i>		
Has the Religious School received NATE Accreditation ?	no	If yes, in what year ?

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

- To continue and strengthen the integration of our congregational community across program areas and generations;
- To engage and deepen current and new members' commitments to the mission and work of the synagogue, thereby ensuring the long-term stability and security of the congregation;
- To honor and support our core membership as it ages while successfully transferring responsibility and "ownership" of the synagogue and the community to the next generation of Jewish leaders

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

Our people:

- clergy and staff;
- strong and committed Board and leadership
- Long-term, devoted volunteer base with deep roots in the community
- Alignment about values and priorities

Our programs:

- Camp Kee Tov
- BENS (Beth El Nursery School)
- B'nai Mitzvah program
- YAFE (Youth and Family Education) programs
- weekly Torah study group and other adult education
- original liturgy and services

Our place:

- Architecturally significant building
- beautiful campus
- location in Berkeley, California



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

Our program offers multiple pathways and opportunities to engage Jewishly. We have two core programs, Kadimah (weekday afternoons) and Chug Mispacha (Saturday family education). Our program has included music, dance, gardening, cooking, nature and yoga. Our rabbis are present and active teachers in our school. We customize our program to the learning and developmental needs of our students. Our youngest students are taught by teachers whom they know from the ECE program and the 6<sup>th</sup> and 7<sup>th</sup> students are taught by the rabbis and other teachers who they will see at Midrasha (our high school program). We partner with Urban Adamah, Wilderness Torah, Camp Newman and other agencies to provide enrichment to our students. Many of our kids participate in our summer camp, Camp Kee Tov, and the leaders of the Camp are visible in our school year round.

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

- Warmth/inclusiveness/welcoming persona
- Capacity to problem solve with imagination and creativity, enabling our school and synagogue to maintain standards while honoring the developmental and life situation of each child
- A deep and passionate love for the Jewish people, Torah and the Jewish community/tradition and the capacity to identify, train and support faculty who can share it with learners of all ages

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

- **Sustaining Our Program**

Our school has grown enormously in the last three years. We wish to sustain the enrollment but we are already running out of our space. How do we turn this challenge into an opportunity to diversify the forums where we provide educational opportunities? How do we take advantage of the economies of scale while preserving the intimacy that our programs are known for. The last (5776) school year was a difficult one and we have lost a lot of good will from families and kids; how do we reassure them while laying the groundwork for a values-centered program based on a deep reflection on what we want our educational program to be.

- **Balancing community vs. "learning"**

We have been very successful in creating a welcoming and warm environment where kids feel safe, nurtured and look forward to attending. At the same time, like many synagogues, we have lowered some of our educational expectations. How do we use the time that we have with our students – mostly weekday afternoons, after a full school day – most effectively? How do we provide enrichment and depth to those students and families who seek a more comprehensive Jewish education without undermining the success of our current program. Our efforts this past year to shift around this was a locus of controversy and pain over the course of the school year.

- **Integrating YAFE into the lives of our families and the community**

While we have made immense progress in breaking down the silos across our programs, many of our families continue to see Kadimah as a "drop off" program and look to the synagogue to be 100% of their children's Jewish lives. How do we deepen adult and family learning and support them in nurturing their own practices and observances; how do we continue our work of integrating our staff, curriculum and resources across the diverse programs and departments of the synagogue. Our annual Shabbaton (300+ attendees) is an example of our success in realizing this goal.

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

Our families, like our community, are diverse; racially and ethnically, in depth and breadth of Jewish background learning and engagement, theologically and religiously.

***This is an interim position.** Our beloved educator left a year ago to take over our local Jewish day school. Her replacement turned out not to be "a good fit" and we are now looking for a person to fulfill an interim position while we do a deeper assessment of what we want from our programs and whom we are looking for. Service as the interim does **not** preclude applying for the permanent position.*

Our congregation is a microcosm of Berkeley, a very special university town (although our members live across Northern Alameda County and west Contra Costa, as well as in San Francisco, Marin and Sonoma). We are a highly educated group with many members holding advanced degrees. Many members are associated with the University of California or with other educational institutions and many members are involved in related academic/research pursuits. We treasure being part of an intellectually stimulating community where learning is an essential part of the adult and childhood experience. Our congregation also displays the diversity for which our area is known. We are people of different races, religious and ethnic backgrounds, family configurations, physical abilities, and ages. Importantly, we are all equal participants in the Congregation Beth El community. Perhaps our most significant domain of diversity is that of religious observance; we honor all points of entry into the Jewish experience. A core characteristic of our congregation is that people with secular -- even atheist inclinations -- find connection with people who have a more traditional outlook. We support Israel, not always easy in our greater Berkeley area, but we do so in a thoughtful way without lockstep agreement with any particular government position or political party. The beauty and richness of the San Francisco Bay Area's cultural, political, educational, and natural environment shape our congregational and individual lives.

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

- The high cost of housing in the cities where our members live;
- The demand/expectation of more program and services than we are able to provide with the available resources.
- Determining the proper balance in our always-evolving staff-volunteer partnership

## VI. INCUMBENT EDUCATOR

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

## VII. COMMUNITY ATTRACTIONS

General population of location	Big	Total Jewish population 2011: East Bay (four counties) Jewish population estimated at	176,816 Jewish individuals and their non-Jewish households' members
<b>JEWISH INSTITUTIONS IN AREA</b>			
JCC	Jewish Community Center of the East Bay		
Federation	Jewish Community Federation of the East Bay		
Jewish Family Service	Jewish Family and Children's Service of the East Bay		
Central Jewish Education Agency	Jewish Learning Works (SF)		
Jewish Day School (which grades) ?	Three Jewish day schools K-8 are accessible and attended by our members. Our youth also attend the Jewish Community High School (San Francisco).		
Other	Urban Adamah; Keva; Camp Tawonga; B'chol Lashon; Jewish Film Festival; JCC of San Francisco; Magnes Collection; Contemporary Jewish Museum; many other Jewish organizations and community institutions in the East Bay and the Bay Area.		
Majority of members' children attend public school, private school, or Jewish day school ?	70% public; 25% private; 5% day school (estimates)		
Colleges, universities and music conservatories in the area include	Many! UC Berkeley, San Francisco State, Stanford University, Mills College, UC San Francisco, California College of Art, Graduate Theological Union, University of San Francisco, St. Mary's College, CSU/East Bay.		

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

The Bay Area enjoys world class cultural amenities, with a vast range of cultural, intellectual and recreational opportunities in the East Bay and an easy train ride in San Francisco. We are known for:

The original Peet's Coffees and Teas, Chez Panisse and Alice Waters' Edible Schoolyard, CalShakespeare, Cal Performances, Berkeley Repertory Theatre, Aurora Theater , Berkeley Jazz School, San Francisco Symphony, San Francisco Opera, American Conservatory Theater, Oakland Athletics, San Francisco Giants, Oakland Raiders, The San Francisco 49ers, and San Francisco Warriors.

## IX. REMUNERATION

**INDICATE EITHER A SPECIFIC FIGURE OR A SPECIFIC RANGE.** The "Proposed Salary" section should read, for example, "the salary range is \$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 NATE's placement listings. It is also highly recommended that you not list remuneration as a "package."**

<b>PROPOSED SALARY or SALARY RANGE</b>	FTE is \$85,000; depending on job responsibilities, it may be adjusted
<b>Percentage of pension (RPB) in addition to salary (15% recommended)</b>	n/a in this interim position
<b>Length of original contract (two years recommended)</b>	The Congregation provides a "letter of hire"

STANDARD BENEFITS FOR THE EDUCATOR, IN ADDITION TO SALARY						
Medical-Hospitalization	X	Moving Allowance		Books & Periodicals	X	Sabbatical
Major Medical Insurance	X	Professional Dues	X	Congregational Membership	X	Cell Phone
Dental Insurance	X	NATE Conference	X	Religious School Tuition	X	Laptop Computer
Long Term Disability Insurance	X	URJ Biennial		Early Childhood Tuition-Staff Discount	X	Israel Trips
		Regional URJ Gathering				
Other (please specify)		Educator has discretion on spending "convention and professional development" budget. Congregation strongly encourages professional development for all staff. Significant staff discounts on camp and school fees. Senior staff are honorary members of the synagogue.				

### Social Security is required by Federal Law

Is this position being listed with any other professional placement service ?	Jewish Jobs
If "YES" please indicate which one and the title by which it is being listed	Director, Youth and Family Education

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	NOTIFY THE NATE PLACEMENT OFFICE OF THE NAME OF THE EDUCATOR-DESIGNATE WHEN THE SEARCH IS FINALIZED.
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Name of person completing this form and position in congregation / institution	Rabbi Yoel Kahn, Sr Rabbi
Signature	/s/ 5 -23 -2016

**CHAIRPERSON OF THE EDUCATOR SEARCH COMMITTEE**

<b>NAME</b>	David Rothenberg	<b>POSITION</b>	Executive Director
<b>STREET ADDRESS</b>	1301 Oxford St		
<b>CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE</b>	Berkeley, CA 94709		
<b>TELEPHONE NUMBER</b>	415-848-3988	<b>FAX</b>	
<b>E-MAIL</b>	david@bethelberkeley.org		
<b>Resumes of applicants should be sent to the following persons e-mail address(es) (please include more than one e-mail address):</b>			
<a href="mailto:educatorsearch@bethelberkeley.org">educatorsearch@bethelberkeley.org</a> (this is the dedicated, confidential email address for this search)			

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

Founded in 1945 by a small group of Berkeley families, many of whom traced their roots to Eastern and Western Europe, Congregation Beth El is a liberal, Reform congregation committed to building and sustaining a caring synagogue community by:

1. Welcoming Jews of all backgrounds (ages, abilities, sexual and gender orientation, and levels of observance) and involving them in creating a sacred community, *kehillah kedoshah*;
2. Encouraging innovation to sustain Jewish spiritual life while honoring Jewish traditions and respecting the diversity of Jewish practice, *avodah*;
3. Celebrating the diversity of our members and community with the belief that each person is made in God’s image, *tzelem elohim*;
4. Encouraging the study of Torah as part of lifelong Jewish learning, *talmud Torah*;
5. Pursuing social action and working for social justice, *tikkun olam*;
6. Nurturing children, youth, and families through formal and informal education, *v’shinantem l’vanecha*;

**7. Engaging in respectful dialogue about Israel as part of our commitment to the people, land and State of Israel, *Am Yisrael and Eretz Yisrael***