



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](mailto:sschickler@reformeducators.org)

<b>CONGREGATION/INSTITUTION</b> Anshe Emeth Memorial Temple	<b>DATE OF APPLICATION</b>	May 1 <sup>st</sup> , 2018
<b>STREET ADDRESS</b> 222 Livingston Ave		
<b>CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE</b> New Brunswick, NJ 08901		
<b>TELEPHONE NUMBER</b> (732) 545-6484	<b>FAX</b>	
<b>E-MAIL</b> <a href="mailto:temple@aemt.info">temple@aemt.info</a>	<b>WEBSITE</b> <a href="http://www.aemt.net">www.aemt.net</a>	
<b>URJ DISTRICT</b> East	<b>DATE POSITION IS AVAILABLE</b>	July 1 <sup>st</sup> , 2018
<b>POSITION TITLE</b> Director of Youth and Engagement	<b>FULL or PART-TIME</b>	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 DoJLL 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

# **Director of Youth and Engagement**

Anshe Emeth Memorial Temple  
New Brunswick, New Jersey

The Director of Youth and Engagement at Anshe Emeth Memorial Temple, New Brunswick, NJ is a full time position to be filled by a person who wants to lead and inspire young people in the celebration of Jewish life and in building strong and positive Jewish identification with the history, heritage and faith of the Jewish people. In addition, the Director of Youth and Engagement will as act as our ambassador, communicating our congregation's mission and promoting the value of affiliating with a Synagogue.

The Director of Youth and Engagement should possess a love of and commitment to Reform Judaism, Israel, study and social action combined with a sense of creative enthusiasm for integrating these passions into the youth community and community at large.

## Duties of the Director of Youth and Engagement

The Director of Youth and Engagement will direct and coordinate the activities of the Youth Program of the synagogue. Such activities will be to direct and carry out the program of AETY (High School Youth Group), JAETY (Junior High School Youth Group), and MAETY (5<sup>th</sup>-6<sup>th</sup> grades Youth Group). Duties will include planning of program, supervision, and leadership development.

Together with student leaders, youth committee and lay advisors, the Director of Youth and Engagement will develop programming that will include regular membership activities for each group and special activities.

The Director of Youth and Engagement will teach in the Temple's High School Program. The Director of Youth and Engagement will also will work with the clergy, Executive Director and lay leadership to create and implement an outreach and engagement strategy that will translate into recruitment, member engagement and retention of current and future congregants.

The Director of Youth and Engagement will work under the overall supervision of the Senior Rabbi with direct reporting responsibilities to the Executive Director and direct reporting regarding religious school activities to the Assistant Rabbi. Ongoing mentoring and training is expected along with regular personnel reviews for the purpose of professional and personal growth.

## 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	508	130	147	16
FIVE YEARS AGO	560	155	196	16
FUTURE DEMOGRAPHIC PROJECTIONS ARE Stable				

### NUMBER OF STUDENTS ENROLLED BY GRADE

PreK	K	1	2	3	4	5	6	7	8	9	10	11	12
7	3	8	3	5	16	13	11	16	16	17	14	7	11
OTHER (specify):													

DAY CARE	PARENTS' DAY OUT	EARLY CHILDHOOD	35
OTHER (specify):			

HEBREW BEGINS IN GRADE	Pre-K	AND CONTINUES THROUGH GRADE	12	CONFIRMATION BEGINS IN GRADE	N/A
ADULT PROGRAMMING	Too many to list			JEWISH PARENTING PROGRAMMING	Yes
CAMPS (URJ REGIONAL AND CONGREGATIONAL)	Camp Harlam – NFTY GER				

## II. DAYS AND TIMES OF CLASSES

RELIGIOUS SCHOOL	HEBREW SCHOOL	CONFIRMATION	POST-CONFIRMATION
Pre-K- 2 <sup>nd</sup> Grade – Shabbat 9:30-12:15 3 <sup>rd</sup> – 6 <sup>th</sup> Grade - Shabbat 9:30-12:15 and Tuesday 4:30- 6pm 7 <sup>th</sup> Grade- Sundays 9:30-12:15 and Tuesday 4:30 – 6pm	Pre-K- 2 <sup>nd</sup> Grade – Shabbat 9:30-12:15 3 <sup>rd</sup> – 6 <sup>th</sup> Grade - Shabbat 9:30-12:15 and Tuesday 4:30- 6pm 7 <sup>th</sup> Grade- Sundays 9:30-12:15 and Tuesday 4:30 – 6pm  Hebrew HS Wed 6:30-8:00	We don't have confirmation, just 12 <sup>th</sup> grade Graduation	8 <sup>th</sup> - 11 <sup>th</sup> Grade Sunday Mornings. 12 <sup>th</sup> Grade Once a month at the Senior Rabbi's house.
WEEKDAY EARLY CHILDHOOD	DAY CARE	PARENTING/FAMILY PROGRAMMING	PARENTS' DAY OUT
M-F 7am -6pm	M-F 7am -6pm	Shabbat Mornings	
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	Bennett Miller	FT	44 Years and becomes Rabbi Emeritus on July 1.
ASSOCIATE RABBI	Philip Bazeley (will become the new Senior Rabbi)	FT	6 Years
ASSISTANT RABBI	Maya Glasser	FT	Starting July 1 2018
CANTOR	Anna West Ott	FT	19 Years
EDUCATOR	Maya Glasser	FT	Starting July 1 2018
ASSISTANT EDUCATOR	Rachel Thomas	PT	9 Years
EXECUTIVE DIRECTOR	Heather Kibel	FT	9 Years
PROGRAM DIRECTOR			
YOUTH WORKER	David White	FT	Last Day May 30 <sup>th</sup>
EARLY CHILDHOOD EDUCATOR	Inna Shepard	FT	6 Years

**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.**

There are scheduled weekly supervision meetings. In addition, supervisor and supervisee schedule a few specific times during the year to talk about professional goals and performance.

SECRETARIES/ADMINISTRATIVE ASSISTANTS	FULL or PART-TIME	YEARS SERVED
TO EDUCATOR(S) 1	PT	1
TO RABBI(S) 1	FT	3
TO CANTOR(S)		
TO ADMINSTRATOR 1	FT	3

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

#### IV. FACILITIES

SANCTUARY	490 - 510	NUMBER OF CLASSROOMS	20
CHAPEL	Sit 50	ART ROOM	1
LIBRARY	Yes	MUSIC ROOM	1
SOCIAL HALL / AUDITORIUM	Yes/Yes	YOUTH LOUNGE	1
SANCTUARY / SOCIAL HALL COMBINATION		TEACHER RESOURCE CENTER	1
		EDUCATOR'S OFFICE	1
		COMPUTER ROOM	
		STUDENT LEARNING CENTER	1
OTHER (SPECIFY)			
IS THE EARLY CHILDHOOD FACILITY SHARED WITH RELIGIOUS SCHOOL ?		No	

AGE of BUILDINGS: SANCTUARY 90 SCHOOL 50 OFFICE AREA 10

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	1859	and became a member of the URJ (UAHC) in
The Shabbat prayer book used is	Mishkan Tefilah	
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?**

Congregants of all ages will be on personal and communal journeys toward lives that are...

... guided by Jewish ethics, values, and ideals

... lived meaningfully through Jewish practice and tradition.

... actively engaged with our congregational community as well as *K'lal Yisrael* and *Eretz Yisrael*.

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

Anshe Emeth is a spiritual, vibrant and welcoming community that inspires us to lead a fuller, Jewish life.

Our Temple family, both congregants and staff, has enormous passion and love for our congregation and a long standing culture of embracing innovation and change.

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

Our school is considered to be at the leading edge of Special Education and inclusion, as well as well as being a leader of educational innovation and integrating technology into the classroom. Every classroom has an interactive white board and all the teachers use them.

**What three qualities in your Director of Youth and Engagement are most important to the congregation/institution?**

We want a Director of Youth and Engagement who wants to be involved in the entire life of the Temple. We are the largest Temple in Middlesex County and we have a full and exciting program. We are a "destination congregation" and many of our congregants pass other synagogues to get to ours. One of the traits that makes our congregation so dynamic is that our congregants have a strong connection to our clergy and Professional Staff.

We want a Director of Youth and Engagement who has a desire to learn and grow. This is a place where you can feel safe trying new things and experimenting with new ideas. We are here to support you and in return we ask for your desire to take risks and experiment. We are looking for someone who is resourceful and self-directed.

**The three most important priorities of the congregation/institution's Director of Youth and Engagement should be:**

- Help continue the strengthening of our Youth Program.
- Help us innovate new ways to reach out to potential congregants
- Get to know the community and who is a part of it.

**The single most important thing a Director of Youth and Engagement needs to know about the congregation/institution is:**

We are a congregation that sees itself more as a family than an institution. We have a culture of care and concern, where staff care for congregants and congregants for staff as well as staff for each other. In fact, staff are not seen as just employees of the Temple, but rather part of the family who are here to help guide the community on a sacred journey. That care and concern also extends to the community in which we live and we treat our obligation to care for the people of New Brunswick very seriously.

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

As with many congregations we are responding to the changing landscape of Jewish life in America and making sure that our congregation is appropriately responding to it. This has been the key to our 158 years in New Brunswick.

## VI. INCUMBENT EDUCATOR

Has the current Youth Director been informed that the congregation / institution is in placement ?	Yes
On what date will the current Youth Director relinquish his/her position ?	May 30th

## VII. COMMUNITY ATTRACTIONS

General population of location	Total Jewish population
JEWISH INSTITUTIONS IN AREA	Jewish Social Services, Jewish Family Services, The Jewish Historical Society of NJ, Anshe Emeth Community Development Corporation.
JCC	
Federation	Jewish Federation in The Heart of NJ
Jewish Family Service	Yes
Central Jewish Education Agency	No
Jewish Day School (which grades) ?	No
Other	
Majority of members' children attend public school, private school, or Jewish day school ?	Public
Colleges, universities and music conservatories in the area include	Rutgers University, Mason Gross School of Arts, Middlesex Community College, as well as Princeton.
What cultural opportunities are available (e.g., symphony, opera, museum, theatre, sports, etc.) ?	State Theater, George Street Play House, New Brunswick Fine Arts Center (under construction – will house the American Ballet Company and the Mason Gross Opera House). Rutgers Football and other Big10 Sports. We are also only a 45 minute train ride from Manhattan.

## 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."**

<b>PROPOSED SALARY or SALARY RANGE</b>	\$50,000-\$55,000
<b>Percentage of pension (RPB) in addition to salary (15% recommended)</b>	
<b>Length of original contract (two years recommended)</b>	2 years

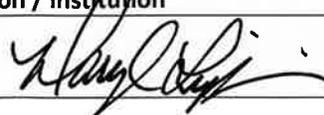
<b>STANDARD BENEFITS FOR THE EDUCATOR, IN ADDITION TO SALARY</b>			
Medical-Hospitalization *	Moving Allowance *	Books & Periodicals *	Sabbatical
Major Medical Insurance *	Professional Dues *	Congregational Membership *	Cell Phone *
Dental Insurance	ARJE Conference *	Religious School Tuition	Laptop Computer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

**\*There is a benefits package that will go towards some of the above.**

**Social Security is required by Federal Law**

Is this position being listed with any other professional placement service?	Jewishjobs.com
If "YES" please indicate which one and the title by which it is being listed	Same

<b>In making this request to the ARJE PLACEMENT SERVICE, the congregation/institution agrees that it will</b>	
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	<b>NOTIFY THE ARJE PLACEMENT OFFICE OF THE NAME OF THE EDUCATOR-DESIGNATE WHEN THE SEARCH IS FINALIZED.</b>

<b>Name of person completing this form and position in congregation / institution</b>	
Signature 	PRESIDENT / ANNE EMMET MEMORIAL TEMPLE

## CHAIRPERSON OF THE EDUCATOR SEARCH COMMITTEE

<b>NAME</b>	Daryl Lipkin	<b>POSITION</b>	President
<b>STREET ADDRESS</b>			
<b>CITY, STATE/PROVINCE, ZIP CODE/POSTAL ZONE</b>			
<b>TELEPHONE NUMBER</b>		<b>FAX</b>	
<b>E-MAIL</b>	President@aemt.info		
<b>Resumes of applicants should be sent to the following persons e-mail address(es) (please include more than one e-mail address):</b>			
Heather Kibel exec@aemt.info			
Rabbi Bazeley rabbi.bazeley@aemt.info			

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

AEMT Mission Statement:

To build an inclusive community where Torah guides us to engage in lifelong learning, repair our community and the world, embrace our heritage and the rhythms of Reform Jewish life, cherish our relationship with God and affirm our love for the land and people of Israel.