



**TEMPLE JUDEA
JUDEA SENIOR TEMPLE YOUTH
2014-2015 / 5774-5775
JSTY BOARD ELECTION INFORMATION**

Each JSTY Board member is responsible to act as a leader and role model to each of the JSTY members, the JSTY Board, and to the youth community at Temple Judea. As a board member you are also responsible to take initiative and responsibility to ensure that JSTY events are properly planned, implemented, and evaluated. You should fulfill the responsibilities of your board position to your fullest potential, while working for the greater good of JSTY above and beyond your personal goals. In addition, each officer should be a direct link between JSTY and NFTY-Southern California, North American Federation of Temple Youth, by being knowledgeable about how the organization is run, attending as many NFTY-So Cal events as possible, and establishing continued contact with the NFTY-So Cal regional board member who holds the same position.

JSTY Board

- ✓ Attend 2 JSTY board meetings per month, held on the 1st and 3rd Tuesday of each month from 7-8pm.
- ✓ Attend all local JSTY events
- ✓ Attend a NFTY weekend long (Fri-Sun) Fall Kallah in October 2014 and a Leadership Training Event in March 2015
- ✓ Attend additional NFTY So-Cal weekend long (Fri-Sun) regional events
- ✓ Attend JSTY board training/bonding in September
- ✓ Chair 1-2 events per year
- ✓ Assist with the execution of local JSTY events
- ✓ Attend 75% of Hebrew High School sessions on Tuesday evenings. If attending Religious Day School you are exempt from this requirement.
- ✓ Each board member will contribute their fair share of time and energy to their board responsibilities

Accountability

- ✓ You may miss a total of 3 board meetings per calendar year
- ✓ If you miss more than 3 board meetings in one calendar year you must meet with the President and Senior Youth Advisor to discuss your position
- ✓ If a JSTY Board member does not fulfill the responsibilities of his/her position or is found to be in violation of JSTY, NFTY-So Cal or Temple Judea rules (these include local, state, and federal laws), he/she may be asked to step down by the President in consultation with the Senior Youth Advisor.
- ✓ If a person serving in a board position must resign for whatever reason, The President in consultation with the Senior Youth Advisor may appoint a substitute drawn from those members who ran for election the previous year.

JSTY BOARD POSITION DESCRIPTIONS

President

- ✓ Help organize, plan, and run all JSTY events
- ✓ Delegate and oversee the work of all JSTY officers, teams, and members
- ✓ Follow up with all officers weekly and make sure work is being accomplished
- ✓ Communicate with the JSTY board (ie. meetings, events, problems)
- ✓ Represent JSTY to NFTY-So Cal
- ✓ Communicate with NFTY-So Cal regional president about progress and issues
- ✓ Run JSTY Board meetings, set the agenda with the Sr. Advisor and arrive early
- ✓ Meet weekly with the Temple Judea Senior Youth Advisor
- ✓ Oversee JSTY Tuesday evening High School raffles, announcements, activities, and promotions
- ✓ Ensure JSTY board members are aware of meeting time, location and dates
- ✓ Attend NFTY So-Cal regional events and board meetings
- ✓ Attend all Youth Committee meetings to provide a report of JSTY activities

Programming VP (PVP)

- ✓ Write and lead programs for all JSTY events
- ✓ Write and lead 2 programs for the Temple Judea High School
- ✓ Teach board members & group leaders how to write & use proper program format
- ✓ Assist JSTY members with writing programs
- ✓ Teach board members how to group lead
- ✓ Evaluate all JSTY Programming
- ✓ Write and lead mixers for all local JSTY events
- ✓ File all Programs with JSTY & NFTY
- ✓ Communicate with NFTY-So Cal regional PVP
- ✓ Direct Liaison to President
- ✓ Communicate weekly with President

Social Action VP (SAVP)

- ✓ Establish a social action connection to all local JSTY events
- ✓ Plan and execute multiple social action short term projects and a one year long project ((i.e. food or clothing drive, walk, book drive etc.)
- ✓ Lead 1 Social Action Program / Event for JSTY
- ✓ Communicate with the NFTY-So Cal regional SAVP
- ✓ Attend Temple Judea Social Action Committee Meetings and Events

Religious and Cultural VP (RCVP)

- ✓ Understand, develop, & lead all worship services that coincide with a JSTY event
- ✓ Teach board members how to write creative services as needed
- ✓ Ensure participants play an active role in services
- ✓ Plan and coordinate a creative Shabbat Service and dinner for JSTY
- ✓ Update JSTY on current events in Israel
- ✓ Provide a Jewish context to JSTY programs and education of all Jewish holidays
- ✓ Meet with Temple Judea song leader on a regular basis to increase and strengthen song leading abilities
- ✓ Communicate with the NFTY-So Cal regional RCVP

Membership VP (MVP)

- ✓ Create and facilitate a membership mailing list and database
- ✓ Create and Run membership drive in September/October
- ✓ Create and lead a new JSTY member event in October
- ✓ Create unique ways to promote JSTY events
- ✓ Work with communications VP to oversee the JSTY Facebook page and help facilitate event announcements
- ✓ Facilitate, coordinate, support, and oversee all three grade representatives
- ✓ Communicate with board members regarding conflicts and resolution, as necessary
- ✓ Communicate with NFTY-So Cal regional liaison VP
- ✓ Ensure that all membership dues are paid to NFTY-So Cal by the deadline
- ✓ Assist the Treasurer with fundraising activities
- ✓ Help plan Jetty events

Financial VP (FVP)

- ✓ Create and run 2 fundraisers per year for JSTY with the help of vice presidents
- ✓ Coordinate and implement JSTY weekly candy sale during high school classes
- ✓ Schedule and run an annual bake sale
- ✓ Assist with all JSTY logo, and clothing design purchases
- ✓ Co-Chair Purim Carnival Sleepover
- ✓ Coordinate a JSTY Social Action fundraiser with SAVP
- ✓ Keep track of JSTY profit. Roll change and count cash for all sales

Communications VP (CVP)

- ✓ Maintain, Update, and Facilitate JSTY Facebook page and website on a weekly basis
- ✓ Publicize JSTY Facebook and Website, work to gain new members
- ✓ Explore new ways to keep the JSTY Facebook page and website fresh and alive with content
- ✓ Take Pictures at all local JSTY and regional NFTY events
- ✓ Update Facebook picture albums
- ✓ Establish and create a digital photography archive and maintain an annual scrap book.
- ✓ Maintain and update JSTY Bulletin Board at Temple Judea
- ✓ Create flyers

Secretary

- ✓ Record notes at all JSTY board meetings
- ✓ Email notes to all JSTY board members within 2 days of a meeting
- ✓ Send all Thank you and Bereavement notes
- ✓ Assist Communications VP with projects throughout the year

Junior Representative (recommended for entering Juniors)

- ✓ Inform and recruit youth from grade 11 for all local JSTY events and Regional NFTY So-Cal events
- ✓ Host a Junior social event to gain new members
- ✓ Keep JSTY members informed about all NFTY summer programs including Israel and all URJ Camps
- ✓ Inform JSTY members about the NFTY EIE program
- ✓ Pickup duties for an event where another JSTY Board member is unable to attend

Sophomore Representative (recommended for entering Sophomores)

- ✓ Inform and recruit youth from grade 10 for all local JSTY events and Regional NFTY So-Cal events
- ✓ Host a Sophomore social event to gain new members
- ✓ Pickup duties for an event where another JSTY Board member is unable to attend
- ✓ Co-chair freshman bonding event

Freshman Representative (recommended for entering freshman)

- ✓ Inform and recruit youth from grade 9 for all local JSTY events and Regional NFTY So-Cal events
- ✓ Purchase cakes for all JSTY Board birthdays. (You will be reimbursed)
- ✓ Pickup duties for an event where another JSTY Board member is unable to attend
- ✓ Co-chair freshman bonding event

CANDIDATE SPEECHES

Candidates: Please prepare a 3 -5 minute speech for the position which you are running. You are not required to provide your speech in advance however the following points below should be considered when writing your speech.

- Why do you want to serve on the JSTY Board?
- How is JSTY important to you?
- Why have you chosen this position?
- What are some of your ideas and initiatives specific to your position?
- What are some of the qualities that you can bring to your position?
- Past Positions in JSTY?
- Other JSTY leadership & planning involvement (Event, Chair, Group Leader etc.)
- Past non Temple Judea leadership positions and experience (i.e. Drama club, School Organizations etc.)
- Other activities (i.e. sports, drama) do you have in the coming year? Will those activities affect your ability to fulfill the requirements of your position?



TEMPLE JUDEA
APPLICATION FOR THE JSTY BOARD 2014-2015

Directions: Please print clearly or type this application.

Deadline: Return this COMPLETED application by **Monday, April 28th, 2014** to Senior Youth Advisor Ron Saykin in person or by email: Rsaykin@templejudea.com

Elections: **Tuesday, April 29th 6:00pm - 8:00pm at Temple Judea.**
Please note: elections will run until 8:00 p.m. If you are running for a position, be prepared to stay until this time. Also please prepare a 3 minute speech for the position which you are running.

Name _____ Date _____

Cell Phone# _____ Email Address _____

Grade in 2014-2015 (Next Year): (9-12) _____

Position Desired _____

APPLICANT CONSENT

I have read the job description for the JSTY board and the additional responsibilities of the position for which I am running. I understand the job requirements, and if elected I will devote the considerable time and energy necessary to fulfill my responsibilities.

_____ Date _____
Signature of Candidate

PARENTAL CONSENT

My child is applying for the position of _____.
Responsibilities and expectations of all JSTY officers include, but are not limited to;

- Attending Bimonthly Board meetings
- Attending planning meetings for several events
- Attending All Local events
- Spending a considerable amount of time on the telephone, on the computer, and at the congregation.
- Acting as a leader and role model to the JSTY members, the JSTY Board, and to the youth community at Temple Judea

I have discussed the above obligations and the specific job description that the position entails, with my child, and I hereby give permission for her/him to run as a candidate for that position.

_____ Date _____
Signature of Parent or Guardian