

*Si Schwartz
Leadership Development
Institute*

Mission:

To provide the current and future lay leaders of New Jersey Region United Synagogue of Conservative Judaism congregations with the knowledge that they need to succeed.

Rationale:

Synagogue communities are unique in that they are both centers of Jewish ritual and social life on one hand, and non-profit business entities on the other. Effective leadership depends on dedicated volunteers who understand the critical balance between meeting their fiduciary responsibilities to the community while couching all decisions in context with their congregation's religious, educational and social missions.

The Si Schwartz Leadership Development Institute is a pilot program designed to provide current and future congregational lay leaders with knowledge and skills essential to effective synagogue stewardship. The Institutes curriculum focuses on volunteer engagement in recognition of the fact that effective image marketing, fundraising, membership recruitment, retention and engagement all depend on successful leadership development.

Program Synopsis:

The Institute is a ten-month program. Each session will be approximately one and one-half hours long and will be held either at NJ Region USCJ headquarters or at a hosting synagogue. All sessions will be interactive. Participants will have opportunities to engage in open discussions about the material being taught and will complete exercises in which they apply the principles being taught to their own congregations.

Session Locations will be Announced in August 2008.

***Session 1, September 23, 2008 7:45 PM
Beginnings***

We'll introduce the fundamental principles of effective congregational leadership and review the resources available from USCJ and other organizations.

***Session 2, October 28, 2008 7:45 PM
Conservative Judaism 101 – What Lay Leaders
Should Know***

During this session, Rabbi Moshe Edelman, USCJ Director of Leadership Development and Congregational Planning will facilitate our discussion of the principles of Conservative Judaism.

***Session 3, November 19, 2008 7:45 PM
Envisioning & Strategic Planning***

The facilitator team will provide participants with key strategic planning concepts and tools and will give participants an opportunity to apply them through break-out group exercises.

***Session 4, December 16, 2008 7:45 PM
Volunteer Organization Dynamics***

There are a number of dynamics that are unique to volunteer organizations. During this session we'll explore these similarities and differences. We'll grapple with the impact that these have on how we do business and will use our new understanding to assess the dynamics within our own congregational communities.

***Session 5, January 13, 2009 7:45 PM
Volunteer Engagement – Defining Needs and
Expectations***

During this session we'll develop tools for identifying our communities' needs. What jobs need to be handled by volunteers? What skills are needed to complete those job assignments successfully? How do we create meaningful job descriptions? How do we ensure that our volunteers feel successful? Participants will have an opportunity to write job descriptions for their own leadership positions.

***Session 6, February 17, 2009 7:45 PM
Volunteer Recruitment – Matching Needs,
Skills & Interests***

During this session we'll explore the dynamics of effective volunteer recruitment. How do we find the right person for a given job? How do we convince prospective volunteers to accept the jobs we are offering them? What makes a person an effective, successful volunteer? This session's exercises will include process development and role-playing.

***Session 7, March 17, 2009 7:45 PM
Volunteer Retention – Building Collaboration;
Providing Recognition***

We'll now focus on helping our volunteers grow in their leadership roles; discussing the essential elements of collaboration and recognition and their role in cultivating effective congregational leaders. Participants will assess collaboration within their congregations and will develop plans for improving collaboration and volunteer recognition.

***Session 8, April 21, 2009 7:45 PM
Communications – within the Board and with
other Congregants***

We'll identify effective communications processes and discuss how to select the most effective process for specific situations.

***Session 9, May 12, 2009 7:45 PM
Volunteer-Professional Working Relationships***

The session will explore fostering mutual trust and respect between lay leaders and the congregation's professionals in order to function as a single, effective leadership team.

***Session 10, June 16, 2009 7:45 PM
The Dynamics of Change; Working towards
the Envisioned Future***

In this final session, we'll synthesize the material covered throughout the course and discuss how to apply it to help our communities grow towards a bright future.



**United Synagogue of
Conservative Judaism**

**New Jersey Region
1090 King Georges Post Road
Suite 1003
Edison, New Jersey 08837**

**Phone: 732-738-4301
Fax: 732-738-4304**

**Harvey Rosen
President**

***Si Schwartz
Leadership Development
Institute***

Second Flyer and Enrollment Form

**Lisa Harris Glass
Executive Director
USCJ – New Jersey Region**

**Frederick J. Passman
Si Schwartz
Leadership Development Institute
Chair**

Who Should Attend:

The Si Schwartz Leadership Development Institute has been created to provide training to current and prospective synagogue board members. Congregations are encouraged to send more than one participant in order to facilitate team learning.

Institute Facilitator Team:

Rabbi Paul Drazen – USCJ Chief Program Development Officer.

Rabbi Moshe Edelman – USCJ Director of Leadership Development and Congregational Planning.

Jill Freidman Fixler – STAR Synagogue consultant.

Lisa Harris Glass – Executive Director, USCJ-New Jersey Region.

Barry Mael – USCJ Chief Program Officer.

Fred Passman – New Jersey Region, USCJ Vice President and Si Schwartz Leadership Development Institute Chair.

Harvey Rosen – New Jersey Region, USCJ President

Si Schwartz Leadership Development Institute **Registration Information**

Please complete this form and return it by July 30, 2008.

Congregation: _____

City: _____

State: _____ **Zip Code:** _____

Participant Information:

Name: _____

Position: _____

Phone No.: _____ (day) _____ (PM)

Email address: _____

*Mail to: Si Schwartz LDI, NJ Region USCJ,
1090 King Georges Post Road, Suite 1003,
Edison NJ 08837*

***Si Schwartz
Leadership Development
Institute***