

*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 and keeping all decisions in context with their congregation's religious, educational and social missions.

The Si Schwartz Leadership Development Institute is a 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, and membership recruitment, retention and engagement all depend on successful leadership development.

**Program Synopsis:**

The Institute is an eight-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.

All sessions take place from 7:45-9:45pm.  
Session locations will be determined based upon registration.

***Session 1, September 15, 2009***

***Beginnings***

Introduction of the fundamental principles of effective congregational leadership, discuss the meaning of leadership within the Conservative Movement and review the resources available from USCJ and other organizations.

***Session 2, October 13, 2009***

***Envisioning & Strategic Planning***

Discussion of the key strategic planning concepts and tools and will give participants an opportunity to apply them through break-out group exercises.

***Session 3, November 17, 2009***

***Volunteer Organization Dynamics***

There are a number of dynamics that are unique to volunteer organizations. This session will explore the dynamics that are unique to congregations. Participants will 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 4, December 01, 2009***

***Volunteer Development 1 – Engagement; Defining Needs and Expectations***

Development of 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 and other leadership positions.

***Session 5, January 12, 2010***

***Volunteer Development 2 – Recruitment; Matching Needs, Skills & Interests***

Exploration of 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 6, February 16, 2010***

***Volunteer Development 3 – Retention; Building Collaboration; Providing Recognition***

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 7, March 16, 2010***

***Communications – within the Board and with other Congregants***

Identifying effective communications processes and discussing how to select the most effective process for specific situations.

***Session 8, April 13, 2010***

***The Dynamics of Change; Working towards the Envisioned Future***

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



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## Comments from 2008-09 Program

-- Well-done program! Thank you.

-- I hadn't thought about these topics; session raised some great points which generated some questions; better than simply answering questions.

-- Overall, I thought the content was good and provoked helpful thinking in this area. I thought it made a lot of sense given the other content we've learned about.

## Registration Information

Please complete this form and return it by June 30, 2009.

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

### 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 Team:

**Rabbi Paul Drazen** –Chief Program Development Officer, USCJ.

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

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

**Sam Kamens** – Immediate Past President, Highland Park Conservative Temple - Congregation Anshe Emeth, Highland Park , NJ

**Barry Mael** –Chief Program Officer, USCJ.

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

**Harvey Rosen** – President, USCJ-New Jersey Region.

**Julie Schwarzwald** – Past President, Summit Jewish Center, Summit, NJ



### 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

### Registration Flyer – 2009-10

Lisa Harris Glass  
Executive Director  
USCJ – New Jersey Region

Frederick J. Passman  
Si Schwartz  
Leadership Development Institute  
Chair