



THE JACOB RADER MARCUS CENTER OF THE
AMERICAN JEWISH ARCHIVES

MS-831: Jack, Joseph and Morton Mandel Foundation Records, 1980–2008.

Series C: Council for Initiatives in Jewish Education (CIJE). 1988–2003.

Subseries 6: General Files, 1990–2000.

Box
47

Folder
12

Barth, Karen. JEWEL: North American Center for Jewish Educational Leadership, 1997, undated.

For more information on this collection, please see the finding aid on the American Jewish Archives website.

JEWEL: THE NEED

Visionaryeducation.....

Currently there is a shortage of prepared senior leaders who can inspire shape, after and transform communities, institutions and people. Existing program leave important gaps:

Professional

- Almost no opportunities for in-service training and development
- Preservice recruiting and training programs train too few leaders to meet demand
- No programs for people changing careers
- Few programs address the skills needed for leading transformative change in institutions

Lay

- No programs focus on lay leadership for Jewish education
- No organized effort to recruit lay people into the field



Volume in drive P is VOL1
Directory of P:\KAB\JEWEL

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..         <DIR>          ..  
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3 file(s)                21,680 bytes  
2 dir(s)   2,219,114,496 bytes free
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JEWEL AGENDA
JANUARY 7, 1997
1:00-5:00 p.m.

1. Objectives
2. Strategy
 - Who should be targeted?
 - What services should be provided? (e.g. training, recruiting, placement -- what kinds?)
 - Where should it be (with or without walls)?
 - How should it do its work?
3. Structure
 - Organization & staffing
 - Partnerships
 - Governance
4. Funding
5. What would it take to get this off the ground?



CIJE CFWW DIRECTOR

POSITION DESCRIPTION

Develop and manage a high-quality network of consultants qualified to work with Jewish educational institutions. Key responsibilities include:

- Recruiting consultants
- Running training programs and conferences
- Setting up a quality control system
- Setting up a matching system
- Managing the development of tools and a web site
- Dealing with CFWW funders
- Participate as a senior member of the staff of CIJE in CIJE planning, board meetings, external relations, etc.

QUALIFICATIONS

A seasoned professional with:

- At least 5 years consulting experience (preferably in a large firm)
- A track record of excellence
- A graduate degree, MBA preferred
- Active in and knowledgeable about the Jewish community
- Experience managing others

PERSONAL QUALITIES

- Superior intelligence
- A person of vision and integrity
- A serious presence – someone who commands attention when they speak
- Excellent communications skills both written and oral

DEVELOPMENT DIRECTOR

JOB DESCRIPTION

1. Develop and implement strategies for finding foundations and wealthy individuals to fund CIJE projects
2. Research major donors' interests and style of giving
3. Prepare written materials for or supervise preparation of
 - Grant proposals
 - Reports to funders
 - Newsletters
4. Work on CIJE Board development and relationships
5. Attend some meetings with funders

Qualifications

1. Ability to interact comfortably with senior lay leaders and professionals
2. Contacts in the Jewish community preferred
3. Excellent writing skills
4. Fundraising experience a plus but not essential
5. Well-organized.



DIRECTOR OF RESEARCH/EVALUATION

JOB DESCRIPTION

1. Coordinate and help design 2-4 major research projects per year in the field of Jewish education.
 - Recruit, engage, and manage relationship with senior and junior researchers
 - Participate in design of research
 - Develop communication strategy
 - Coordinate research projects with other CIJE work
 - Occasionally conduct some research
2. Develop and implement an evaluation plan for all of CIJE's work
 - Design evaluation for all CIJE projects
 - Supervise staff involved in gathering data for evaluation
 - Communicate results of evaluation to CIJE Board and staff
3. Coordinate the development of programs to teach lay and professional leaders about evaluation.

QUALIFICATIONS

1. Experience with high quality quantitative and qualitative research.
2. Excellent writing skills
3. Project and personnel management experience preferred
4. Ph.D. in a Social Science, Statistics, Education or related field

CIJE JEWEL DIRECTOR

POSITION DESCRIPTION

Develop and manage leadership training for lay and professional leaders in Jewish education. Key responsibilities include:

- Developing a plan for JEWEL
- Recruiting and managing faculty and administrators
- Funder relations and public relations
- Developing curriculum
- Recruiting students
- Overseeing the business side of the institute
- Monitoring, evaluation, and ongoing change management

QUALIFICATIONS

A seasoned, respected educator with:

- At least 5 years experience as an administrator
- A solid knowledge base in the field of education (Jewish education preferred)
- A good Jewish background
- A track record of excellence
- Familiarity with the Jewish community
- Leadership experience

PERSONAL QUALITIES

- A person of vision and integrity
- Superior intelligence
- Flexibility and collaborative approach to decision-making
- Excellent communication skills – both written and oral
- Creative, entrepreneurial energy
- A serious senior presence
- Ability to read and understand the politics of the Jewish world
- Prefer someone already known and broadly respected in the Jewish world.