



Ohio Valley

Regional Board Application Packet

Dear Prospective NFTY Ohio Valley Financial Vice President,

Thank you for your interest in applying for Financial Vice President on NFTY-OV Regional Board! It is important that you understand the duties and obligations associated with Regional Board. All positions require a large amount of time, dedication, and commitment. We appreciate your enthusiasm and are excited that the future of NFTY-OV will be successful due to the continuing tradition of strong leaders in our region. There are many things that you must complete to be eligible to run for office. **Please read this packet with your parent/guardian.**

This packet includes:

- Prospective Regional Board Letter
- Parent Letter
- Candidate Declaration Form
- Brit Avodah (Work Covenant)
- Position Duties and Responsibilities per NFTY-OV Constitution
- Regional Board Expectations and Election Guidelines
- Parental and Rabbinic/Temple Youth Group Advisor Certification Forms
- NFTY-OV 2019-2020 Regional Calendar and Regional Board Contact Information

As an executive leadership position honors you, you must honor the obligations of that position. NFTY places significant emphasis on youth leadership opportunities – such as running for Regional Board. Therefore, it is imperative that you understand the many duties and obligations associated with Regional Board positions. Please read over the enclosed job description carefully so that you may be sure that your interests and abilities suit the position that you are considering. You are required to have a phone conversation with the current board member of the position for which you are.

To officially apply, you must submit all completed, original candidacy materials **NO LATER THAN 5PM on Thursday, April 25, 2019** to the Regional Director, Dori Singer Zoot. No election materials will be accepted after this date. Your signature on the contract states that you understand the integrity associated with the role of being a NFTY Ohio Valley Board Member and are willing to meet the expectations if elected.

Please feel free to contact the NFTY-OV President or Regional Director with any questions you may have about running for NFTY-OV Regional Board.

L'shalom,

Emma Zelkind
NFTY-OV President
ov-president@nfty.org

Dori Singer Zoot
Regional Director
dsinger@uri.org

Dear NFTY-OV Parent/Guardian,

It is so exciting to know that your teen feels significantly connected to a Reform Jewish youth organization and wants to explore their leadership potential within the group. This is an important decision for your family. I hope that your teen has taken some time to discuss this decision with you. The reality is that a Regional Board position requires a sizable commitment from your teen. Some teens find it challenging to serve on Regional Board while participating in school sports, theater, or other extra-curricular activities. In this light, it is very important that each candidate, as well as their parents, be aware of the obligations of holding a Regional Board position.

School, health, and special family circumstances will continue to be a priority during the year that your teen serves on the Regional Board. Your teen will hopefully learn time management skills and how to balance schoolwork, NFTY, and other typical high school activities. **Your teen will be expected to participate in local, regional, and national events, board functions, and weekly video conference calls. You understand that your teen is making a commitment to make NFTY-OV their primary extracurricular activity.** You may want to discuss with your teen how they will be able to handle the demands and responsibilities of Regional Board, and if eliminating other time consuming activities would be necessary if elected to serve on the Regional Board.

The time commitment is as follows:

- 1) Attendance at every regional event in its entirety plus New Board Training.
- 2) Attendance at regularly scheduled weekly Regional Board meetings via video conference call.
- 3) Help in preparing and planning for regional events.
- 4) Attendance at Mechina (Regional Board Training) in late July at URJ Kutz Camp in Warwick, NY and NFTY Veida in February over President's Day Weekend.
- 5) Impromptu or emergency board functions.
- 6) Helping promote membership within the region by participating in local TYG events.

Naturally, there are situations where there is a prior family commitment or unforeseen circumstances. These situations will be given consideration.

The financial responsibilities of a Regional Board member are as follows:

- 1) Your teen will be expected to attend and pay for every regional event. Since the cost of regional events is substantial, Regional Board members will be given priority discounts (if they apply) and expected to register during early-bird period. Regional Board members are also encouraged to request additional scholarships/financial assistance from home synagogues.
- 2) Mechina in July and NFTY Veida in February will be partially subsidized by the region. You will also be responsible for transportation to New York for Mechina and NFTY Veida (location TBD).
- 3) Your teen will also be invited to (and would greatly benefit from) the leadership program at URJ Kutz Camp in June/July immediately before Mechina. This is not required, but highly encouraged.

If elected, your teen will be a Regional Officer. They are expected to follow and uphold the [NFTY Brit Kehillah](#) (Code of Conduct), at all times. If they fail to do so, your teen may be removed from their position in addition to receiving additional consequences of unacceptable actions.

Holding a position on the Regional Board offers an extremely fulfilling and rewarding experience. As the NFTY-OV Regional Director, I will work closely with the Board to provide support and help them work together as a team. This is a wonderful opportunity for your teen to enhance leadership skills including time management proficiency and communication competence. This is also an opportunity to create wonderful memories and lifelong friendships. I commend your teen for deciding to take the initiative to run for a position.

If you have any questions regarding positions on the Regional Board, please feel free to call me at 212-452-6516 or email me at dsinger@urj.org. I look forward to keeping communication open with the parents of our Regional Board Members.

L'shalom,
Dori Singer Zoot

**2019-2020 NFTY-OV Regional Board
Candidate Declaration Form**

I, _____ do hereby declare my intent to apply for NFTY-OV Financial Vice Present for the year 2019-2020. I certify that I have read the duties and responsibilities of this position, as outlined in the NFTY-OV Constitution, and I understand that I will be expected to perform these duties to the best of my ability.

I further certify that I have read and fully understand the process of application process and promise to what is laid out. Should I have any questions regarding the application and/or the process, I understand that I am free to contact the Regional President or the NFTY-OV Regional Director.

I certify that I have spoken with my Rabbi/TYG Advisor, my parent/guardian, and Regional President. I have discussed my intent with them, and I am including certifications of their support for my application.

I am aware of the expectations placed upon NFTY-OV Regional Board Members and commit to the terms of this declaration and the NFTY-OV Brit Avodah. As a Regional Board member, I understand that I will be held to a higher standard. I understand the integrity associated with a Regional Board title, and I am willing to meet the expectations, if elected or appointed.

Name: _____ TYG: _____

Address: _____

City: _____ State: _____ Postal Code _____

Phone: _____

Email: _____

Signature of Candidate

Date

**2019-2020 NFTY-OV Regional Board
Brit Avodah**

"It is not the position that honors the person, but rather the person that honors the position" -Taanit 21b

Being elected or appointed to the NFTY-OV Board presents an incredible opportunity. You can exert considerable influence over the lives of hundreds of Reform Jewish teenagers. As a leader of NFTY-OV, you set the example for fellow NFTYites through your involvement as well as your conduct. Not only do you represent the individual teens of our region, but you also characterize the numerous TYGs across our region, including the one from which you began your journey of leadership in NFTY. It is critical that you understand that each Regional Board Member is responsible not only for their position, but also to build a working, supportive team with fellow officers. We function as a team at all times throughout your term. The following is expected of Regional Board members:

Role Model – Recognize that the members of NFTY-OV look to you to set an example. Be aware of your behavior and attitude at all times, even when you are not actively leading. Lead by example. Never ask someone to do something that you would not do yourself. It is expected that you will uphold the NFTY Brit Kehilah.

Brit Kehilah – We honor our conduct code which includes the NFTY Code of Conduct at all times. It is the expectation of NFTY-OV that the Regional Board will serve as role models for all the members of our region. As a NFTY-OV Board Member, you will be held to a higher standard.

Approachability – Regional Board Members need to be approachable by all members at all times. NFTYites should know how to reach you. At events, it is easy to spend your “free” time with all of your friends. However it is important to remember that you now represent all of NFTY-OV and everyone should have access to you. There are always new people to meet and get to know.

Attendance – You are required to attend every NFTY-OV regional event in its entirety plus New Board Training. You are expected to attend NFTY North American events (Mechina and NFTY Convention) and local TYG events. School will always be your first priority, but you should comprehend the travel requirements involved in the position. Please know that when you apply for a position on NFTY-OV Regional Board, **you are making a commitment to make NFTY-OV your primary extracurricular activity.**

Communication – It is expected that you promptly respond and maintain an open line of communication with teens, adults, congregational professionals, Regional Board, and the Regional Director.

Because of your personal leadership skills and strong commitment to Reform Judaism, you are taking a large step toward becoming a leader of your peers in OV. This wonderful experience comes with a tremendous amount of responsibility. In addition to the above requirements, it is expected that the specific constitutional job requirements pertaining to your position will be maintained throughout your term in office.

I am fully aware of the expectations placed upon NFTY-OV Regional Board members and commit to the terms of this Brit if elected or appointed to the 2019-2020 NFTY-OV Regional Board. I understand that if I cannot fulfill the terms of this Brit, I will have to forfeit my Regional Board position.

Candidate's Signature _____ Date:_____

Summary of Position Descriptions based on Constitution

All Regional Board members of the NFTY Ohio Valley will be expected to:

- Serve the TYG's of NFTY Ohio Valley by keeping in touch with their counterparts.
- Attend all board meetings via video conference call.
- Set an example for the members of NFTY Ohio Valley by following the Brit Kehillah at all times.
- Each Regional Board member is to submit to the President in the spring, a summary report. The information from which may be included in the State of the Region Address. The summary report should be similar to the board report that each board member presents at the spring general assembly.

Section 7: Financial Vice President

- Establish, maintain, and serve as a resource to a Financial Vice President (FVP) network and the corresponding TYG positions that encompass similar responsibilities.
- Responsible for all NFTY-Ohio Valley fundraisers, including, but not limited to, merchandise/shuk
- Work with the Regional Director and Executive Board to create a fundraising plan for the year.
- Design, order, and sell merchandise at regional and North American events.
- Help grow NFTY-OV's connection to its alumni in coordination with regional staff and the NFTY Alumni Network, with the goal of gaining new donors.
- Plan and execute one fundraiser per event.
- Work closely with the Regional Director to ensure fiscal responsibility per NFTY-OV's budget.
- Oversee the NFTY-OV Financial cabinet committee and any other committees created or deemed important by the Executive Board.
- Appoint chair people and committees when necessary, with the approval of the Regional President and Regional Director.
- Fulfill any duties deemed necessary by the Executive Board and Regional Director.

NFTY-OV Regional Board Expectations

Candidates for NFTY-OV Regional Board and their families:

The following are expectations not specifically outlined in the Constitution that you should be aware of before making your ultimate decision. Remember while being a member of Regional Board is a fun and enriching experience, it is a responsibility that requires complete dedication and full commitment.

Attendance at all Regional Events

- Regional Board members are expected to attend **all regional events in their entirety**. If you cannot be at an event, it is acceptable with a valid excuse and the Regional President and Regional Director must be told as far in advance as possible.

Support for other Regional Board members

- Regional Board members must act as a support system for all other Regional Board members. If one Board member needs help with a program or other project, all Regional Board members should offer support to that board member.
- Every board member is going to have a busy time during the year where they need help (there is nothing wrong with this). Other board members should be there to support them.

Board Communication

- Regional Board members should be available for Board meetings and weekly conference calls throughout the year.
- Regional Board members should be in contact with the rest of the board throughout the year including being a part of an e-mail group and **responding to all necessary e-mails, and any other form of communication, following the 24-hour response policy.**

Provide Ideas

- NFTY-OV Regional Board members should be open-minded and vocal! All ideas are welcomed and expected from all board members to promote growth in the region and the creation of the best programming possible.
- Similarly, board members should be willing to provide input on all programs and services and act as a resource for all board member and non-board members throughout the year.

Maintain Deadlines

- Planning a regional event takes a lot of work, and therefore, **Regional Board members are expected to maintain all deadlines given to them.**
- If a Regional Board member cannot make their deadline **they should not hesitate to ask for help** and all other Regional Board members should be available to help them make that deadline.

2019-2020/5779 NFTY-OV Calendar of Events and Regional Board Contact Information

Attendance at all Regional Events is **required** for Regional Board. The final schedule will be made public upon approval from NFTY in the spring semester of 2019.

- Mandatory New Board Training: May 10-12, 2019
- All NFTY OV Regional Events

Attendance at the following events is **expected** for Regional Board:

- Mechina, North American Executive Conference
July 21-24, 2019 • URJ Kutz Camp, Warwick, NY
- NFTY Veida
February 14-17, 2020 • Location TBA

***Note:** Family obligations or issues of equivalent importance are valid excuses for not attending an event. Please contact the Regional Director to discuss your concern in more detail.

NFTY Regional Board Appointment Procedures

1. This application must be filled out completely and emailed to the NFTY-OV staff team at dsinger@urj.org by Thursday, April 25th.
2. No campaigning or electioneering of any type is allowed. Any applicant who publicizes, or has publicized for them with the exception of filling out this application, shall be disqualified at the discretion of the NFTY-OV Regional President and the NFTY-OV Regional Director of Youth Engagement. This includes oral or written campaigning.
3. If appointed, you must attend all events
4. Before submitting the application, you are responsible for having a call with the current NFTY-OV Regional President.

***Note:** When contacting the NFTY-OV Regional President, you're not allowed to ask for advice on your application.

NFTY OV 5779-5780 Regional Board Contact Information

President
Emma Zelkind
ov-president@nfty.org

NFTY-OV Regional Director of Youth Engagement
Dori Singer Zoot
dsinger@urj.org

**2019-2020 NFTY-OV FVP
Parent Certification**

Name: _____

Dear Parent,

Your teen has expressed interest in running for a position on the 2019-2020 NFTY-OV Regional Board. This is a great responsibility, and we request that you carefully read the contents of this packet to understand the responsibilities that come with being a member of the Regional Board. Once you have read the packet, please talk to your teen, and discuss these responsibilities.

Please feel free to contact us with any with any questions.

Emma Zelkind, President
ov-president@nfty.org

Dori Singer Zoot, Regional Director
dsinger@urj.org

I have read “the letter to parents” and understand that being on the NFTY-OV Regional Board is a serious commitment. **I recognize that my teen will be expected to participate in local, regional, and national events, board functions, and conference calls. I understand that my teen is making a commitment to make NFTY-OV their primary extracurricular activity.** I am supportive of my son/daughter’s involvement in the NFTY-OV Regional Board, both financially and emotionally. I am confident that my son/daughter is entering the Regional Election process with complete knowledge of what it means to be a Regional Board member. I will do my best to enable my teen to perform to their duties should they be elected. I have read the NFTY-OV Board Election Packet and the NFTY-OV Brit Avodah.

Signature of Parent/Guardian

Date

Name of Congregation

I certify that I have met with my parent/guardian to discuss my candidacy for the NFTY-OV Board.

Signature of Candidate

Date

**2019-2020 NFTY-OV FVP
Rabbi/TYG Advisor Certification**

Name: _____

Dear Rabbi/TYG Advisor,

The above-named candidate intends to apply for NFTY-OV Financial Vice President for the 2019-2020 school year. Please take the time to meet with them and discuss their potential as a board member as well as the importance of such a commitment. After you meet with the candidate, please sign the bottom of this form, certifying their candidacy for the position above.

It is the expectation of NFTY-OV that the Regional Board members serve as role models for the members of our organization. They do this through their personal leadership skills, programming ability, strong commitment to Judaism and forward thinking on social issues. This wonderful experience accompanies a tremendous amount of responsibility.

By applying to be on NFTY-OV Board, the candidate is choosing to make NFTY a priority during the next academic year. Each Board member leads by the example he or she set for OV peers. It is expected that Board members will uphold the NFTY Brit Kehillah (Code of Conduct) as well as support the enforcement of that Code at all NFTY events in which they participate. Breaking any of these rules may result in the consequences outlined in the NFTY Constitution.

Please feel free to contact us with any with any questions.

Emma Zelkind, President
ov-president@nfty.org

Dori Singer Zoot, Regional Director
dsinger@urj.org

I am aware that this member of my congregation is seeking a position on the NFTY-OV 2019-2020 Board. I have spoken to her/him in detail about this commitment. I certify that they are a member in good standing of my congregation. I also certify her/his candidacy for the above-named position.

We request that your Rabbi/TYG Advisor write down a few key points from your discussion together:

1. _____
2. _____
3. _____
4. _____

Signature of Rabbi/TYG Advisor

Name of Congregation

Date

I certify that I have met with my Rabbi/TYG Advisor to discuss my application for the NFTY-OV Regional Financial Vice President.

Signature of Candidate

Date

Application Questions

Please answer the following questions as completely as possible and send them along with the rest of your application to dsinger@urj.org no later than Thursday April 25, 2019 at 5PM.

1. Being on Regional Board is time consuming and can be stressful and emotional. How do you plan to balance your school year, which may include homework, extra-curriculars, jobs, friends, and other personal needs, with all the responsibilities that come along with being on Regional Board?
2. What leadership experience or qualities, both in and out of NFTY, do you have that would help you in this position?
3. What has motivated you to apply to be on NFTY-OV Regional Board?
4. As FVP, one of your roles is to oversee fundraising at regional events. Describe a fundraiser, that is new to the region, that you would like to implement at a NFTY-OV Kallah.
5. What other ideas do you have to enhance the position of FVP?
6. What is an example of an item you would like to add to our Shuk? Feel free to include a sketch/design idea.
7. Is there anything else that you would like us to know?

The following items must be sent in one email by April 25, 2019 at 5PM to the NFTY-OV Regional Director (dsinger@urj.org). Save each document as a separate PDF (unless otherwise specified) as follows:

- **Candidate Declaration and Brit Avodah:** FVP_YourName_Declaration_Brit.pdf
- **Rabbi/Advisor and Parent Certification Forms:** FVP_YourName_CertificationForms.pdf
- **Application Questions:** FVP_YourName_Application.pdf