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Position Description: Vice President for Leadership and Volunteer Development

Major Responsibilities:

1. Develops vision and priorities for the leadership agenda of the Federation.
2. Works with staff to ensure volunteer human resources of Federation and the greater Jewish community are maximized, matching people's talents and passions with the work of Federation and the Jewish community.
3. Works with the Chair of the Committee of the Board and the Nominations Committee to identify and recruit potential Board members and Federation lay leadership.
4. Ensures resources are available for clear communication of Federation's lay position opportunities and expectations.
5. Works with staff to provide training and mentoring for lay leadership. Oversees the work of the Jewish Leadership Institute committee.
6. Works to foster a productive lay-professional partnership throughout the organization.
7. Oversees selection of Jerome J. Dick young Leadership Award recipient.
8. Meets regularly with any sub-committee chairs to stay abreast of work of those committees.
9. Ensure continuity of the committee through focused succession planning. Work in partnership with staff to identify, evaluate and train future leaders. Meet with committee members toward the end of the year to ascertain interest in continuing on committee or placement somewhere else. Identify mentors to work with future leaders to help them achieve their goals.

Experience Required:

1. Strong interest in people and human resources.
2. Minimum gift to the Jewish Federation Annual Campaign \$1,000 or investment in the Endowment Fund

Additional Expectations:

1. Participates in Federation events.
2. Participates actively in the Federation's financial resource development, both in terms of capacity of personal giving and in solicitation of donors.
3. Participates in all meetings of the Federation Executive Committee (held monthly) and reports on activities related to leadership development.
4. Participates in all meetings of the Federation Board and reports on activities related to the Federation's leadership development.

Position Description: Community of Connectors Member

Major Responsibilities

1. Connect with many people to further their involvement with the Jewish community.
2. Reach out to contacts to interest them in Jewish communal positions.
3. Contact the Federation with the pertinent information about the people to make the connections to the various positions and organizations.
4. Be ambassadors about the Jewish Community and inspire people with confidence that they will make a difference in whatever role they take.
5. Attend the annual gathering of connectors.

Experience Required

Committee members need to be familiar and recognized within the Jewish community. They should have knowledge of people and their interests. They should be enthusiastic about community roles, interested in moving agendas forward and positive about the direction of the Jewish community.

Additional Expectations

None.

Position Description: Committee of the Board Member

Major Responsibilities

1. Oversee Board fulfillment;
 - a. Track Board member attendance and committee participation.
 - b. Undertake periodic check-in with Board members to ensure their talents are maximized and they are satisfied with their Board service.
2. Evaluate and assist governance processes;
 - a. Ensure Federation's governance structure continues to meet the needs of the organization.
 - b. Work with the Vice President, Leadership and Volunteer Development and the Nominations Committee to identify and recruit potential Board members and Federation lay leadership.
 - c. Solicit nominations for Board members from current members.
3. Advise and facilitate Board training
 - a. Work with staff to prepare a Board orientation and resource guide at the beginning of the term.
 - b. Ensure board receives training as necessary.
 - c. Works with staff to plan Board Retreat periodically.

Experience Required

Current Board member

Additional Expectations

Members typically also serve on the Nominations Committee.
The committee meets 2-3 times throughout the year.

JEWISH LEADERSHIP INSTITUTE STEERING COMMITTEE 2009

Jessica Adler
Jason Adolf
Mandy Braun
Michael Feinstein
Danielle Feist
Roderic Fleisher
Norman Goldstein
Ralph Grunewald
Robert Kott
Jules Polonetsky
Marlene Sandhu
Marissa Schlaifer
Stuart Tauber
Jennifer Zukerman