



## **2017-2018 WHECTY BOARD Information**

**Please read carefully to understand the procedures for our selections process**

**As we have done the past six years, WHECTY will NOT hold traditional elections. The goal of our “Selections” process is to create a more positive experience for everyone involved and to create the best team of individuals to work together for WHECTY in the upcoming year. No system is perfect but we have found that people feel better about this process than what we had done in the past.**

Any current 8-11 grader who is interested in being on the WHECTY Board for the upcoming year (2017-2018) must submit a “Selections Form” (included in this packet). This form should be taken seriously and responses should be well thought out. You will have the opportunity to list which of the available positions you are interested in holding. **The WHECTY Selections Form is due no later than April 5<sup>th</sup>.**

From April 18 - 23, WHECTY members will have the opportunity to submit feedback about candidates. This will be done privately using an online survey site. While the information will be kept confidential those submitting feedback must include their name and contact info. Anonymous feedback will not be considered.

On **Monday, April 24**, a special WHECTY Selections Meeting will be held at the **Bindeman Center from 6:30 – 8:30 p.m.** Dinner will be included. During this meeting, any and all candidates are invited to “introduce” themselves to the members who are present and share their reasons and interest for being part of the WHECTY Board. You will have up to 2 minutes to talk a little about yourself, your interest in being on board, and the position(s) you wish to be considered for. You will only speak once regardless of how many positions you list on your form.

A Selections Committee, made up of graduating board seniors and the WHECTY advisor will convene to consider all of the applicants for WHECTY Board and the feedback that has been submitted. Taking all of this information, along with their own experiences with WHECTY and the individuals involved, the Elections Committee will match candidates with positions in order to come up with the 2017-2018 WHECTY Board.

On a designated date (yet to be determined but as soon as possible), candidates will be contacted to let them know who is on the new board and what position they received. Candidates will be asked to keep this information confidential until a public announcement has been made. This way every candidate finds out directly from the source and not via social media.

The wonderful part about this system is that the members of the youth group no longer have to vote on their friends, which has caused a lot of hurt feelings in the past. The reality that still remains is that there are only so many positions on the WHECTY Board and we usually have a lot of people who are interested in being involved.

**There will be people who will be disappointed and potentially even upset that they do not receive the highest position they had expressed an interest in. Please understand that this is simply the down side of having a leadership structure and having so many wonderful and capable students who want to be involved.**

The work of the Selections Committee must remain confidential and the members cannot and will not answer questions about why one person was selected over another. **If you cannot handle the disappointment of not getting your top choice position then it may be in your best interest to choose not to be on WHECTY Board and you can be involved in other ways. Please remember Ira’s rule: “If you might be so upset about applying and not getting the position you want that you would drop out of WHECTY, please do not apply. We would rather have you involved as a member than lose you because you didn’t get exactly what you were hoping for.”**

Being a board member is a **commitment** and something to aspire to and, with the exception of 8<sup>th</sup> graders who are new, not a good way to “try out WHECTY.” Past involvement is an important factor when determining future board members. We encourage those who want to try out WHECTY to become active first and apply for the board later on.

**Parents, please understand that the Selections Committee will do the best they can but your child may not get the position on WHECTY Board that they “really, really” want. Please help us and your child by letting him/her know that sometimes that’s how things go and they are still an important part of this group and can make a difference in the upcoming year. A fancy title is not the most important thing! While we do not like it when our child is upset or hurt we also know that they are resilient and will be ok.**

If you have any questions please contact me as soon as possible so I can answer questions. I can be reached at imiller@whctemple.org or 301-354-3209.

Thank you!

Ira Miller

Director of Informal Education

**IMPORTANT DATES TO KNOW:**

April 5 – Selections Form Due to Ira

April 24 – Selections Meeting – your chance to introduce yourself and talk about why you want to be on board

May 23 – WHECTY Banquet and installation of the 2017-2018 WHECTY Board

## **The following positions are available for the 2017-2018 WHECTY Board**

(see additional page with position descriptions)

**\*Expectations of All Executive Board Members are that they will make WHECTY one of their top extra-curricular activities. Executive Board Members will be expected to be present at 80-90% of ALL WHECTY events, meetings, etc.**

**Executive Board: (Generally one person per position, sometimes two people serve as “co” VPs)**  
President, Programming VP, Social Action VP, Religious & Cultural VP, Special Projects VP, Membership VP, Communication VP

**\*Expectations of all General Board Members are that they will make WHECTY a priority along with other extra-curricular activities. General Board Members will be expected to be present at 60-80% of ALL WHECTY events, meetings, etc.**

**General Board: (Generally two or three people per position)**

**Class Representatives, Post Confirmation (11<sup>th</sup>/12<sup>th</sup> grade) Representatives, Confirmation Representatives (10<sup>th</sup> grade), and Freshman Representatives (9<sup>th</sup> grade)**

Historian

Junior Youth Group Liaisons (Club 56 and ETY)

**\*We are so lucky to have so many amazing people who want to be involved with WHECTY. If you are unable to regularly attend WHECTY Board meetings and events please consider being an active WHECTY Member and not on board. Being part of Board is NOT the only way to have fun with WHECTY, to be involved and to make a difference! Being on Board is a commitment of time and effort and there are responsibilities you MUST fulfill to be on WHECTY Board.**

1. You must be a WHECTY member to be on board (except current 8<sup>th</sup> graders who will need to join WHECTY in 9<sup>th</sup> grade). All WHECTY Board Members must be members of Washington Hebrew Congregation.
2. Candidates must be entering 9-12 grades in the 2017-2018 school year. Each candidate must complete and sign the Election's Form and have a parent/guardian sign it. **The Selection's Form must be turned in no later than April 5<sup>th</sup>. Part of being a board member is being able to adhere to deadlines, this is the first one.**
3. You are encouraged to list any position for which you are interested (and eligible). The fewer positions you list the fewer options the Selections Committee has and the less likely you are to end up on board. Please remember that for class representatives candidates must be in the grade that they will represent.

The WHECTY selections committee has the ultimate authority to create or remove positions in order to create a board that best meets the need of WHECTY for the upcoming year. It is possible that positions listed above may be added to or reduced if the committee

If you have any questions please do not hesitate to contact **Ira Miller**, Director of Informal Education at 301-354-3209 / imiller@whctemple.org, or WHECTY President **Blayne Schenk** (blayneschenk@gmail.com).



## 2017-2018 WHECTY Board Position Descriptions

All board members are expected to attend a monthly WHECTY Board Meeting to help plan upcoming events. WHECTY Board Meetings are usually held the first Tuesday of the month with dinner starting at 6:30 and the meeting from 7:00 – 8:30 p.m. (meetings rotate between our two buildings). Dinner is provided by rotating groups of WHECTY Board parents (all parents will be asked to help once during the year). **All board members are also expected to do their best to be at all WHECTY events. Effective communication is also an important part of being on WHECTY board. This includes RSVPing in advance of events, replying to emails from the President/Advisor, etc.**

### Responsibilities of Officers - Executive Board

#### **\*President:**

- Oversee all WHECTY programs and activities.
- Represent WHECTY and the youth of Washington Hebrew Congregation to the WHC Board of Directors, the greater WHC community, to NFTY-MAR, and the community at large.
- Preside over meetings of the WHECTY Board.
- Participate in the Washington Hebrew Congregation youth committee.
- Responsible for the execution of all the laws of the Organization.
- To help recruit new members and promote upcoming events.
- Responsible for creating and/or dissolving Cabinet Committees as necessary
- To attend as many WHECTY and NFTY-MAR events and functions as possible.

#### **\*Programming Vice President:**

- Plan and implement all WHECTY social and educational programming including opening event, and programs of all size throughout the year.
- Serves as the President if the President is absent or should have to resign.
- Oversee the Programming Team.
- To attend as many WHECTY and NFTY-MAR events and functions as possible.

#### **\*Social Action Vice President**

- Implement WHECTY social action programs.
- Seek out new social action projects for WHECTY.
- Incorporate social action projects into regular WHECTY events.
- Oversee the Social Action Team.
- To attend as many WHECTY and NFTY-MAR events and functions as possible.

#### **\*Religious and Cultural Vice President**

- Plan and implement all WHECTY religious and cultural programs including Israel programming.
- Compile and lead WHECTY services.
- Seek out religious and cultural opportunities for WHECTY.
- To cooperate with non-Jewish and interfaith organizations in building understanding and good will among all youth.
- Oversee the Religious and Cultural Team.
- To attend as many WHECTY and NFTY-MAR events and functions as possible.

#### **\*Special Projects Vice President**

- Plan and implement WHECTY's biggest events throughout the year
  - Clash of the Classes, Purim Lock-in and Carnival, Combined events with other youth groups, etc.
  - New programs as deemed necessary by the President
- Oversee the Special Projects Team
- To attend as many WHECTY and NFTY-MAR events and functions as possible.

#### **\*Membership Vice President**

- Recruit new members into WHECTY and help retain current members.
- To contact all Washington Hebrew Congregation youth that are eligible for membership in WHECTY.
- To oversee the Membership/ Sunshine Team.
- To attend as many WHECTY and NFTY-MAR events and functions as possible.

#### **\*New Member Vice President**

- Recruit new members into WHECTY with a special emphasis on 9<sup>th</sup> graders in the Fall and 8<sup>th</sup> graders in the Spring.
- To contact all Washington Hebrew Congregation youth that are eligible for membership in WHECTY.
- To attend as many WHECTY and NFTY-MAR events and functions as possible.

### **\*Communication Vice President**

- Keep a written record of WHECTY business.
- Keep members updated on recent and upcoming events.
- To create and email a regular WHECTY newsletter (w/ Historian(s)).
- Develop and carry out fundraising opportunities for WHECTY.
- Shall assist with collection of funds at programs.
- Work with the Historian(s) to develop creative ways to promote and market WHECTY
- Oversee committee to create WHECTY merchandise
- To help recruit new members and promote upcoming events.
- To attend as many WHECTY and NFTY-MAR events and functions as possible.

## **General Board**

### **Post Confirmation Representative**

- Recruit Washington Hebrew Congregation 11<sup>th</sup> and 12<sup>th</sup> graders to attend WHECTY events.
- Create special opportunities specifically for WHC 11<sup>th</sup> and 12<sup>th</sup> graders
- Encourage 11<sup>th</sup> and 12<sup>th</sup> graders to become WHECTY members and stay active in life at WHC
- To attend as many WHECTY and NFTY-MAR events and functions as possible.

### **Confirmation Representative**

- Recruit 10<sup>th</sup> graders to attend WHECTY programs and events.
- Hand out fliers at confirmation classes and events.
- Help recruit new members and promote upcoming events.
- To attend as many WHECTY and NFTY-MAR events and functions as possible.

### **Freshman Representative**

- Recruit 9<sup>th</sup> graders to attend WHECTY programs and events.
- Hand out fliers at class and other 9<sup>th</sup> grade events.
- Help recruit new members and promote upcoming events.
- To attend as many WHECTY and NFTY-MAR events and functions as possible.

### **Historian**

- Record WHECTY's programming year and present it in a creative fashion at the end of the programming year.
- Work with the Communication Vice President to create a WHECTY newsletter and develop new ways to market WHECTY
- Take pictures and/or video at all WHECTY events and creatively share those images with the membership.
- To help recruit new members and promote upcoming events.
- To attend as many WHECTY and NFTY-MAR events and functions as possible.

### **Junior Youth Group Liaisons**

- Serve as Junior staff for Club 56 and/or ETY events in order to help build a connection between Club 56/ETY and WHECTY
- To help recruit new members and promote upcoming events.
- To attend as many WHECTY and NFTY-MAR events and functions as possible.
- Generally you will be assigned to one junior youth group but will be invited to staff events for both.

### **NFTY Liaisons**

- Help strengthen the connection between WHECTY and NFTY-MAR
- Keep WHECTY informed about upcoming NFTY/NFTY-MAR events and opportunities
- To attend as many WHECTY and NFTY-MAR events and functions as possible.

**\*\*We highly encourage board members and WHECTYites in general to participate in NFTY-MAR events. We realize that this is not always possible but have included it to emphasize its importance. Do not feel that you shouldn't run for WHECTY board simply because you are unable to attend NFTY-MAR events.**

It is recommended that you contact the person who currently holds the position you are considering running for to find out exactly what the job is, time commitment, responsibilities, etc. For the name, phone and e-mail of a current board member contact Ira Miller at 301-354-3209 or imiller@whctemple.org

**The selections committee has the ultimate authority to create or remove positions in order to create a board that best meets the need of WHECTY for the upcoming year.**

**2017-2018 WHECTY Selections Form (Please print or type!)**  
**Due no later than April 5th!**



**Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

Please list (in order of your interest) the positions on WHECTY Board that you would be willing to accept if offered to you. You may list as few as 1 and as many as you are eligible for (please do not list positions that you are not eligible for (for example if you will be a 10<sup>th</sup> grader do not list Freshman Rep or Post Confirmation Rep).

**1st Choice** \_\_\_\_\_

**2nd Choice** \_\_\_\_\_

**3rd Choice** \_\_\_\_\_

**4th Choice** \_\_\_\_\_

**5th Choice** \_\_\_\_\_

Please use an additional piece of paper to explain why you would like to be on WHECTY Board, what positions you are most interested in and why, including why you think you would be good for that position(s) and what you think you can bring to the WHECTY Board in general.

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**Please read and sign:**

I wish to be considered for the position(s) listed above for the 2017-2018 WHECTY Board. I understand that being part of WHECTY board is a responsibility and I am willing to undertake this commitment. If selected, I will work hard to make WHECTY the best it can be and to do the best job I am capable of. If I am not selected, I promise to remain an active part of WHECTY and do my part to make WHECTY the best it can be. I also understand that WHECTY is just a youth group and that school, family, etc. often must come first. I will do my best to meet the expectations that my parent(s) and I have for me in everything that I do.

\_\_\_\_\_  
Candidate's signature

\_\_\_\_\_  
Date

**Parent/Guardian please read and sign:** I acknowledge and support my child's desire to be part of the 2017-2018 WHECTY Board. I will do my part to support their involvement in WHECTY in whatever way that is required. **I understand that WHECTY parents, in groups of 2 or 3, are asked once during the year provide dinner for a WHECTY Board meeting.** I further understand that my child may not receive the position they were most interested in and I will support the decision of the Elections Committee and help my child deal with their disappointment.

\_\_\_\_\_  
Parent/Guardian signature

\_\_\_\_\_  
Date