



December 2021

To: All Perspective Candidates
From: Nominating Committee Chair
RE: CANDIDATE'S APPLICATION FOR BOARD OF DIRECTORS

Thank you for your interest in becoming a member of the Board of Directors of Sinai Temple. This application seeks information to enable the Nominating Committee to get to know you, understand why you would like to become a Director at this time, and learn about the skills you offer which you feel will enrich our synagogue and its leadership. It is important for you to demonstrate your commitment to serving on the Sinai Board by regularly attending Board and assigned Committee meetings and by providing financial support at the appropriate level. Please see the attached Director Qualifications and Statement of Responsibilities for further details.

We very much appreciate your interest in becoming a Director, and your willingness to help our Nominating Committee fairly evaluate your interest by completing the following questionnaire. Please provide us with any additional information that you believe will assist the committee.

Applications **must be received** by the synagogue's Main Office, no later than 5pm on Friday, January **15, 2021**. Please email completed application to Judy Begin at jbegin@sinaitemple.org. For any questions, please call Judy at (818) 426-1485.

We are lucky to count so many dedicated congregants like you among our Sinai community. It is a result of our ability to work together, along with our synagogue's clergy and staff, that makes us such a vibrant shul.

Important Notes:

- Directors shall be limited to six (6) years of consecutive service, except that the time during which a Director is also an officer of the Synagogue shall not be included or counted in computing said six (6) year term. (Bylaws 8.1)
- The Nominating Committee reviews the performance of all elected members of the Board and evaluates potential new directors from the membership of the Synagogue (each year). (Bylaws 13.1)
- New Directors are required to attend an orientation meeting to be held on **Sunday, June 27, 2021**. The purpose of the orientation is to equip new Directors with the information necessary to effectively serve Sinai Temple. It is the Director's responsibility to schedule an alternate date with the Board Development Chair should an extenuating circumstance prevent him/her from attending. New Directors are encouraged to attend follow up sessions held during the year.

**BOARD OF DIRECTORS
CANDIDATE'S APPLICATION FORM**

Thank you for your interest in becoming a member of the Board of Directors of Sinai Temple. We appreciate the time you will spend to complete the following questionnaire, the intent of which is to help the Nominating Committee evaluate all candidates fairly. Please take the time to review the attached Director Qualifications and Statement of Responsibilities so that you have a clear idea both as to the qualifications necessary to be considered a candidate and you are prepared to assume the responsibilities each of our Directors must assume.

Name/(spouse)/(child/ren):

Address:

Home phone, business phone, cell phone, e-mail:

Your Relationship with Sinai Temple

Community

How many years have you been a member of Sinai Temple?

At present, are you current in your dues and other financial obligations to our synagogue?

Please briefly tell us why you wish to be considered for a Director's position at this time.

Have you served on our Board of Directors previously and, if so when and did you complete your term?

Sinai Temple offers a variety of religious services (e.g. Family Minyan, Torah in the Round, Main Sanctuary, Daily Minyan, etc); to which do you feel the most connected?

Tell us about your involvement with our synagogue's various committees and constituent groups; please note any leadership roles and/or accomplishments you believe the Nominating Committee should know about.

Your family

Tell us briefly about your family's participation in Sinai Temple activities, programs and schools.

Your relationship with the greater community

Tell us about your volunteer involvement/leadership roles with other organizations we should know about in considering your qualifications.

Your business background

Tell us about your business background and, if applicable, how it might bolster your ability to be a productive Director.

References

These are optional, but if you like you can list up to three personal references and their telephone numbers:

Anything else?

Tell us about anything else you believe would be helpful in getting to know you

I have reviewed the attached Director Qualifications and Statement of Responsibilities and feel I meet the candidate qualifications and, if nominated, accept the responsibilities associated with becoming a Director.

Signature

Date

Sinai Temple Director Qualifications and Statement of Responsibilities

Qualifications:

1. A candidate for director must be a member in good standing of Sinai Temple for at least two years, with service preferred on at least one Board approved Committee or, in lieu of such committee, a history of participation/involvement with the Sinai Akiba Academy Committee, Religious School Committee, Sisterhood or Men's Club.
2. A candidate must have demonstrated presence at and familiarity with a variety of activities of the Synagogue and support for its fund raising events and projects.
3. A candidate must embody professional or personal experience, character and abilities, which may be of benefit to the operations of the Synagogue and the interests of its membership.

Responsibilities:

1. A director must attend board meetings and become thoroughly familiar with Board policy. Board members must attend a minimum of 75% of all scheduled meetings, including special meetings, retreats and annual meetings in the calendar year.
2. A director must be familiar with and able to articulate to the Board the needs of membership constituencies.
3. A director is required to support the major fund raising activities of the Synagogue in amounts according to the degree of personal ability. This means required support of the Kol Nidre Appeal and the other annual fundraising event, usually the annual dinner. A director is required to support capital, endowment, or other campaigns because these campaigns provide funds for ongoing services and long-term growth of our Synagogue.
4. A director must actively participate in the Temple's fundraising activities such as, but not limited to, assisting with solicitation calls and letters, hosting a fundraising activity, serving on a fundraising committee, encouraging and facilitating member and prospective member attendance at the annual dinner, increased participation in the Kol Nidre appeal, seeking new members for the Temple, and attending fundraising seminars and programs offered.
5. New directors are required to attend an orientation held on the 4th Sunday in June. The purpose of the orientation is to equip new directors with the information necessary to effectively serve Sinai Temple. It is the director's responsibility to schedule an alternate date with the Board Development Chair should an extenuating circumstance prevent him/her from attending. New directors are encouraged to attend follow up sessions held during the year.
6. A director must actively serve on a minimum of two standing committees of the Board, which committees are listed in Appendix A to the Temple's Bylaws.
7. A director must demonstrate significant participation in ritual services, events and activities of the Synagogue.
8. A director must complete and sign an annual self-assessment evaluation of performance and participate in other aspects of the director evaluation process.
9. A director will be billed for and must pay an annual \$180 contribution to fund Tribute Journal ads from the Board.
10. A director must sign this Statement of Qualification and Responsibilities upon election to the Board and any reelection thereafter.

In signing this document, the director agrees to assume the above-mentioned responsibilities and further agrees to abide by the rules of conduct as determined by the Board, including the dutiful observance of confidentiality on matters presented before the Board, in its sessions, and in the conduct of business. Any director who has not fulfilled the responsibilities described herein will not be considered eligible for re-election.

Signature

Date

Printed Name