**ChAmPY BOARD ELECTION PACKET**

**2017 - 2018**

**Dear Aspiring ChAmPY Board 2017 – 2018 Member,**

In this packet you’ll find all the basic information you need to help you with running for Board including a to-do list and things to consider as you approach elections on May 21. If you have any questions, feel free to contact your ChAmPY President**: Jamie Berman** or ChAmPY Youth Advisor Scott Goode at sgoode@templechai.org.

1. **Look over the job descriptions and responsibilities.** The first few pages have full descriptions of all the available positions for this coming year.  We recommend contacting the person who currently holds the position (or positions) you are considering running for to give you a better idea of the time commitment and work that is associated with the position(s).
2. **Talk to Scott and Rabbi Prass.** Scott and Rabbi Prass will gladly have a discussion with you about running for Board and we really encourage it. If you have any questions about whether ChAmPY Board is right for you, they’re here to help.
3. **Fill out an application and declare that you’re running.** In this packet you’ll find an official declaration form and application. In addition to indicating what position you’ll be running for, there are also a few questions to help you begin to think about your “campaign” and demonstrate your passion for running and commitment to being on Board.You must declare by **Monday May 8** by presenting or emailing this application to Scott or Rabbi Prass.
4. **Prepare a speech.** This does not have to (and should not necessarily) be a typical written speech. Let people know who you are and why you want the position, but also allow them to see your personality. Be creative! Speeches must be no longer than 2 minutes. There will also be a 4 minute Question and Answer session immediately after your speech for ChAmPY members to ask questions regarding your ideas.

Elections will be held on Saturday afternoon, **May 21, 2017**.

**HAVE FUN & GOOD LUCK!**

**ChAmPY BOARD 2017 - 2018**

**POSITIONS & RESPONSIBILITIES**

Serving as a member of ChAmPY Board is a commitment, privilege and most of all, an incredible opportunity to develop as a Jewish adult and leader. Board members not only serve as leaders amongst their peers, but also act as representatives of Beth Am and Temple Chai youth to the entire congregation as well as the greater Reform Jewish community in Chicago.

As such, holding one of these positions on Board is a big responsibility. Regardless of the duties of each position as listed below, every member contributes to the planning and running of all ChAmPY events and programs, which means regular attendance at events is a must. Board members are also to be in attendance at monthly board meetings. All board members assist in regularly communicating with fellow high school students whether in person, over the phone or through email or Facebook to help strengthen our community and promote events.

So, as you look over the various positions and determine which would be the best fit for you and help you make the most lasting impact on ChAmPY, do realize that you are neither limited to your position’s job description nor excused from other responsibilities outside of that position. Your experience and impact on ChAmPY board will be entirely what you choose to make of it. Please feel free to come to Scott, Rabbi Prass, Laura or any current Board members with any questions.

**NASEE (PRESIDENT) – The duties of the Nasee are:**

* To oversee the events, programming and policies of ChAmPY
* Assist all other Board members with their duties as need be including helping them to develop goals and setting deadlines
* Maintain regular communication with the ChAmPY Advisor and Rabbinic Advisor about all ChAmPy business
* Represent ChAmPY to the rest of Congregation Beth Am, Temple Chai, NFTY and wherever ChAmPy members are present
* Act as a leader for all of ChAmPY (especially board members) to follow and look up to
* Preside over all ChAmPY meetings, including the creation of agenda beforehand
* Participate in NFTY events and encourage other ChAmPY members to attend
* Collaborate constructively with other synagogues’ presidents and NFTY Regional president as needed
* Be inclusive towards all of ChAmPY, not just board members

**ROSH TIKKUN OLAM (SOCIAL ACTION VICE PRESIDENT) – The duties of the Rosh Tikkun Olam are:**

* To plan, coordinate and supervise all ChAmPY social action programming and events
* Plan social action programming in a manner that balances meaningful education and enjoyable activities
* Organize and execute High Holiday Food Drive and one additional drive/collection or event that the entire Beth Am community can participate in if the support is needed
* Educate and inform all of ChAmPY about the causes and organizations ChAmPY helps throughout the year along with providing ideas for them to get more involved
* Work with the Rabbinic Advisor and RCVP to include Jewish learning in all SA programming
* Collaborate constructively with other synagogues’ SAVPs and the NFTY Regional SAVP as needed

**ROSH T’FILLAH & TARBUT (RELIGIOUS & CULTURAL VICE PRESIDENT) – The duties of the Rosh T’fillah & Tarbut are:**

* To coordinate all CHAMPY-led religious services at both Beth Am and at ChAmPY events
* Infuse programming with religious and/or cultural elements whenever possible
* Work with the SAVP and Rabbinic Advisor to ensure effective and meaningful inclusion of religious and/or cultural elements
* Be aware of and make known to ChAmPY any Jewish religious or cultural events in the Chicago area (i.e. Walk/Rally for Israel, Israeli Film Festival etc…)
* Collaborate constructively with other synagogues’ RCVPs and the NFTY Regional RCVP as needed
* Create environment of Jewish education from upcoming holidays, Torah portions, and customs
* Work with all board members to the best of your ability to make the best experience for ChAmPYions

**ROSH SHOOZE (MEMBERSHIP VICE PRESIDENT) – The duties of the Rosh Shmooze are:**

* To maintain, expand and improve the reach and image of CHAMPY
* Take an active role in bringing in and welcoming members with *ruach* (spirit) and the creation of a warm, open environment
* Find fun ways to engage returning members
* Create attendance goals for events and develop strategies for meeting them
* Work with the Communications Vice President to coordinate event promotions including flyers and Facebook events
* Work with Freshman Representatives to improve the involvement and experience of underclassmen in ChAmPY
* Lead all board members to make sure they are actively promoting events and engaging potential and current members throughout the year
* Keep track of both expected and actual attendance at all ChAmPY events
* Encourage participation in regional NFTY events
* Collaborate constructively with other synagogues’ MVPs and the NFTY Regional MVP as needed
* Plan social programming/mixers for all events
* Be prepared to answer any ChAmPY-related questions prospective members may have
* Be an active member in the creation of a united ChAmPY by encouraging inclusion

**ROSH PERSOMET (COMMUNICATIONS VICE PRESIDENT) – The duties of the Rosh Persomet are to:**

* Maintain and improve communication between Board members and to current and prospective ChAmPY members
* Create informative and appealing flyers to be published in the Beth Am newsletter, on the website, around buildings, and on all social media accounts
* Maintain all ChAmPY social media accounts
* Use social media accounts to push registration for both ChAmPY and NFTY events
* Work with the Membership Vice President to execute event promotion
* Take minutes at ChAmPY Board meetings to be sent immediately to all other Board members
* Keep Board members informed of dates, times, and deadlines for events and meetings
* Use texting, email, and private messaging to contact ChAmPYions about events
* Collaborate constructively with other synagogues’ CVPs and the NFTY Regional CVP as needed

**ROSH TOCHNIT (PROGRAMMING VICE PRESIDENT) – The duties of the Rosh Tochnit are:**

* To plan, coordinate and supervise all ChAmPY programming and events including social outings, mixers, educational programs, lounge nights and the ChAmPY retreat
* Assist all Board members with programming as need be including approving program outlines, final programs, and setting deadlines
* Represent ChAmPY to the rest of Congregation Beth Am, NFTY and wherever ChAmPY members are present when the president is unable
* Collaborate constructively with other synagogues’ PVPs and the NFTY Regional PVP as needed
* Ensure that programs follow a theme and standard NFTY formatting
* Assist in the writing and leading of programs as well as guiding non-board participants in writing and leading programs

**ROSH ATID (FRESHMAN REPRESENTATIVE) – This position will consist of one incoming freshman from Temple Chai and one incoming freshman from Congregation Beth Am. The duties of the Roshei Atid are:**

* To voice the concerns and interest of Beth Am freshmen at ChAmPY meetings
* Communicate regularly with freshmen to involve them in ChAmPY and make them feel comfortable at events
* Work with MVP to involve freshmen including setting goals and identifying potential members
* Help with the transition of 8th graders into ChAmPY
* Assist other Board members as needed with event and program planning and execution

\*Note – The Freshmen Representative positions are appointed by the current ChAmPY board based on an application process. The appointees will be announced at the May 21st elections.\*\*