



HEBREW UNION COLLEGE | JEWISH INSTITUTE OF RELIGION

**NEW STUDENT HANDBOOK
SUMMER 2017**

Hebrew Union College – Jewish Institute of Religion

Jack H. Skirball Campus Los Angeles, CA



June 2017

Dear Students,

Welcome to the 2017 Summer Session of the Zelikow School of Jewish Nonprofit Management at Hebrew Union College-Jewish Institute of Religion. This is an exciting time to be entering the field of Jewish professional leadership, and we are looking forward to an intense summer of learning, community building, and professional growth.

Academic Handbook

You are being given a copy of the official HUC-JIR Academic Handbook. It contains important information for students about policies and procedures, both for HUC in general, and for the ZSJNM in particular. **Keep the Handbook readily available while you are a student at HUC, as you may have occasion to refer to it.** It is advisable that you consult the HUC website if there is a question, as it will probably have the most up-to-date policies.

Forms and Compliance

There are a number of forms enclosed, some requesting student information, some related to compliance with Federal mandates in regard to sexual harassment, disabilities, drugs and alcohol, campus security, etc. Please sign and date the enclosed forms and return to Mandi Richardson, Associate Director.

Questions

We recognize that this transition may be difficult and anxiety provoking. We are here to help you in any way we can to insure a productive and enjoyable academic experience. Our doors are always open (when we are not in private conferences), and we encourage you to drop by if you have any questions or concerns or just want to check in with us.

We hope you have a wonderful learning experience this summer and throughout your tenure at the HUC-JIR Zelikow School of Jewish Nonprofit Management.

Erik Ludwig
Director

Mandi Richardson
Associate Director

Melissa Garai
Manager of Advancement
and Program Services

INTRODUCTION

This Handbook supplements the National Student Academic Handbook of the Hebrew Union College-Jewish Institute of Religion which contains rules and procedures that apply to students in all of the academic programs of the College-Institute. This Handbook contains policies and procedures that affect students enrolled in the Master of Arts in Jewish Nonprofit Management (MAJNM) and Certificate in Jewish Nonprofit Management (CJNM) programs of the Zelikow School of Jewish Nonprofit Management. The Director of the Zelikow School of Jewish Nonprofit Management, the Dean of the Jack H. Skirball Campus, and ECASA are charged with overseeing these policies and procedures. The student body and faculty will receive electronic notification of any changes to this Handbook.

Questions regarding the policies and procedures in this Handbook should be addressed to the Director of the Zelikow School of Jewish Nonprofit Management.

ZELIKOW SCHOOL OF JEWISH NONPROFIT MANAGEMENT MISSION & VALUES

The Zelikow School of Jewish Nonprofit Management of Hebrew Union College-Jewish Institute of Religion provides an interdisciplinary graduate education to prepare professionals to lead, enhance and transform the Jewish community.

Founded in 1968 to address the need for more highly trained and Jewishly committed professionals in Jewish life, over the past 49 years the ZSJNM has earned a distinguished reputation as a premier center for the education of Jewish professional leaders.

The Zelikow School of Jewish Nonprofit Management

Our project-intensive curriculum engages you in creative problem solving that will shape your practice as a nonprofit professional.

Our Approach to Education

Value your values.

We like students who live values first. Nonprofit leadership is about repairing the world. It is a way to challenge the status quo and for you to make a career in making good happen.

Innovation with a purpose.

We use creativity to problem solve. For us, innovation is not a bunch of randomly placed sticky notes, it is a way to help you to design a more perfect world.

Practice makes perfect, almost.

We believe there is a lot to learn from missing the mark. There is also a lot to learn by doing. Our internships and consulting projects provide a lab for you to practice and develop your nonprofit expertise with people who care about your career.

Network for good.

We are in this together. Our students and 600+ alumni are a community of difference makers with global reach and impact. They affect change and you will too.

Sacred Roots.

We embrace diversity, pluralism and are non-denominational. Our students come from a spectrum of backgrounds, knowledge sets, and geographies. You will find faculty who care and a place where Jewish wisdom and values are intertwined to reinforce our educational practices and the work we inspire in the nonprofit ecosystem.

ZELIKOW SCHOOL OF JEWISH NONPROFIT MANAGEMENT REQUIREMENTS AND POLICIES

HUC-JIR Academic Policies

The official HUC-JIR Student Academic Handbook is distributed to all students during summer orientation. Please refer to the Handbook for a complete description of the academic policies and procedures of HUC-JIR. The Handbook is also available on the website.

ZSJNM Attendance Policy

The academic integrity of the Zelikow School of Jewish Nonprofit Management depends on students attending all scheduled class meetings. Students should discuss with faculty, in advance, any portion of a class meeting they cannot attend. Absence from class may be reflected in the student's grade and more than one absence may result in a need to retake the course. In exceptional circumstances when students need to be absent, they should discuss with the faculty member, in advance, any portion of a class meeting they cannot attend.

ZSJNM Academic Requirements

One of the unique features of the ZSJNM is the multiple degree programs offered. ZSJNM offers the following degrees:

ZELIKOW SCHOOL DEGREES

MA in Jewish Nonprofit Management (MAJNM)

Accelerated MA in Jewish Nonprofit Management (MAJNM) (14 month track)

Certificate in Jewish Nonprofit Management

USC DUAL DEGREES

Masters in Communication Management (USC Annenberg School of Communication) & MAJNM

Masters in Social Work (USC Suzanne Dworak-Peck School of Social Work) & MAJNM

Masters in Public Administration (USC Price School of Public Policy) & MAJNM

Masters Business Administration (USC Marshall School of Business) & MAJNM

HUC DEGREES

MA Jewish Education & Zelikow School

Rabbinic Ordination & Zelikow School

While all of these programs have some common requirements, each has its own particular credit units, required courses, order of classes, fieldwork and capstone project. Students should carefully review the program descriptions and HUC-JIR website for their particular set of requirements. Please consult with the Erik Ludwig, ZSJNM Director, regarding courses, credits, schedules, requirements, or any other matter relating to the academic program. For questions regarding the USC academic programs, please consult with Carol Sofer, HUC-USC Liaison.

Fieldwork Internships

Fieldwork internships are an essential component of the ZSJNM Master degree programs.

Through individually tailored placements and carefully monitored supervision, fieldwork engages students in professional situations, which allow them to bring together and integrate cognitive learning, Judaic values, professional skill sets and critical analysis of practice in Jewish communal settings. Home to one of the largest and most ethnically diverse Jewish populations in the world, the LA area has a wide array of fieldwork opportunities and resources. First year internships are 16 hours per week (for joint MAJE students, the internship is 12 hours) and placements are made during the first summer. Second year internships are 20 hours per week and placements are made during the Spring Semester for the following year. All internships carry a modest stipend based on the number of hours.

Community-Building and Cohort Learning

The ZSJNM is a microcosm of the larger Jewish community, incorporating multiple perspectives, roles, talents and visions. Community-building is an essential component of our program, reflected in the institutional culture, the involvement of faculty and staff, and the empowerment of students. An essential element of this process is the annual Shabbat Retreat scheduled prior to the start of classes each summer. Programmed by the second year students and required for all students, the Shabbat Retreat provides an informal environment for the two cohorts to meet and begin to work together as a group. Other opportunities for cohort learning are offered throughout the two years, including the Israel Seminar, Geller-Gallagher Leadership Institute, and various field experiences.

The Windmueller Israel Seminar

December 2018

The Windmueller Israel seminar is designed to explore major challenges in Israel and how nonprofits have developed creative and innovative ways to meet those challenges. Past trips have allowed the intersection with some of Israel's high-tech and innovative nonprofit leaders such as Jonathan Medved founder and CEO of Our Crowd and Dyonna Ginsburg, Executive Director of OLAM to understand how problem solving and business principles in the for profit and social enterprise sector can be put to use in nonprofits.

Capstone Project

The Capstone is offered as a two-semester Jewish nonprofit accelerator. In the first semester, students develop research on a challenge confronting the Jewish communal ecosystem. In the second semester, students develop a business/program to address the identified challenge and bring it through a business model accelerator either as a startup organization or as a program within an existing organization. Capstone projects involve original research (such as surveys, interviews, observations, or analysis of existing data), provide hands-on experience in business model generation, and explore innovation protocols that have practical application.

Mentorship Program

The lay-professional relationship is critical to organizational effectiveness and success. The ZSJNM Advisory Board sponsors a Mentorship Program matching students with prominent lay leaders in the community to give students an opportunity to explore this partnership in a setting where learning is at the forefront. Mentors provide students the opportunity to see things from the

perspective of a lay leader, whether in dealing with issues that arise in the classroom or internships, or through attending Board meetings, fundraising dinners, or solicitations.

SUMMER SESSION

Courses, Syllabi and Class Schedule

The description of course offerings as well as the schedule of class sessions is available on the website. Students should review these carefully before registering. If there are any questions about any of the classes or about which courses are required for particular programs of study, please consult with Erik Ludwig, Director of ZSJNM.

Books and Course Readers

A master list of books and readings requested by faculty for courses is available on the Registrar's website and from individual instructors.

Zshul

As future Jewish professional leaders it is important for students to have familiarity and comfort with the forms, practices and range of Jewish cultural, spiritual, and religious expressions. During the summer, one session each week is devoted to Zshul. Conceptualized, programmed and led by a different team of students each week, these sessions allow for a variety of spiritual and religious experiences. In prior years, sessions have ranged from traditional prayer services to Jewish Yoga.

Rabbi Louis Bernstein Scholar-in-Residence

The annual Rabbi Louis Bernstein Scholar-in-Residence is generously supported by an endowment from Ruth Ziegler in memory of her father. The Scholar-in-Residence provides a unique opportunity for students to learn from some of the most respected and influential Jewish communal leaders who over the course of their careers have shaped the field of Jewish communal service. Our scholars-in-residence have included some of America's contemporary luminaries including most recently Stosh Cotler of Bend the Arc, Abe Foxman of the Anti-Defamation League, John Ruskay of the UJA-Federation New York, and Ruth Messinger of American Jewish World Service. This year's RLB Scholar-in-Residence will be:

Charles "Chip" Edelsberg, Ph.D. is the founding Executive Director of the Jim Joseph Foundation. The Foundation funds exclusively education of young teens, with \$320M granted in its first nine years of operation. Previously, Chip served as Director of Endowments and Vice President for the Jewish Community Federation of Cleveland where he provided grantmaking leadership during his tenure. He was Executive Director of the historic Temple Tifereth Israel Congregation in Cleveland, Ohio.

Chip has served on a number of Boards and Advisory Committees in the Jewish community, including the Jewish Funders Network and Jewish Communal Service Association of North America. He also currently serves on the Boards for the iCenter, Partnership for Excellence in Jewish Education (PEJE), and the Consortium for Applied Studies in Jewish Education (CASJE). Dr. Edelsberg writes widely on such topics as relational philanthropy, effective grantmaking, approaches to building the field of Jewish education, and educational leadership.

Chip devoted the first fifteen years of his career to education as a teacher and administrator. He was Superintendent of Oberlin (Ohio) Schools from 1990-1993. He received numerous teaching and administrative awards, among them being selected as one of the country's top 100 educators (awarded by the American Association of School Administrators).

Chip received a Master of Arts in Teaching degree from Brown University. His BA in English and liberal arts and PhD in Humanities education were conferred by the Ohio State University. He graduated Phi Beta Kappa, summa cum laude with honors as an undergraduate and received his doctorate as a University Fellow with honors.

Chip and his wife and life partner of 41 years, Leslie, are proud parents of Eric, Zack and Allie Rae z"l, and grandparents of Landon Rae and Olivia Marie.

Geller-Gallagher Leadership Institute
Thursday, August 3, 2017 6:30-8:30pm

We launched the Geller-Gallagher Leadership Institute (GGLI) with a remarkable \$1 million gift from HUC-JIR Board member, Jay Geller and his husband Lowell Gallagher in 2016. This program allows us to reach beyond the walls of the classroom by developing and promoting professional and lay leadership in the Jewish nonprofit sector through conferences, seminars, workshops, and speakers' series.

ZSJNM Culmination Ceremonies
Friday, August 4, 10:00am-12:00pm

The ZSJNM Culmination is a special graduation ceremony at which the Certificate in Jewish Nonprofit Management is conferred on students who have completed the two-summer curriculum (22 credit units). While students studying for the MAJNM continue through the second academic year, a number of students complete their ZSJNM studies with the Certificate. In both cases, the Culmination Ceremonies provide an opportunity to recognize the completion of a significant course of studies in preparation for a career in Jewish professional leadership. Each year the Rabbi Louis Bernstein Scholar-in-Residence provides the Keynote Address.

ZELIKOW SCHOOL OF JEWISH NONPROFIT MANAGEMENT

PROGRAM FOR MAJNM DEGREE STUDENTS (entering summer 2017)

First Summer

CS 427 Evolution and Structure of the Amer. J. Community	2
CS 521 History of Jewish Ideas	3
CS 540 Introduction to Jewish Communal Institutions	3
CS 544 Organizational Development	2
CS 579 Applied Jewish Wisdom	<u>3</u>
	13

Fall 2017

CS 541A Supervised Fieldwork	<u>3</u>
	3

Spring 2018

CS 541B Supervised Fieldwork	<u>3</u>
	3

Second Summer

CS 523 Leadership in Jewish Communal Service	2
CS 525 Nonprofit Marketing and Branding	2
CS 531 Fundraising and Resource Development	3
CS 590 Collaborative Communication for J. Professionals	2
CS 596 Elements of Nonprofit Management	<u>2</u>
	11

Fall 2017

CS 542A Supervised Fieldwork	4
CS 545A Field Practicum	1
CS 900C Capstone: Jewish Social Research	<u>3</u>
	8

Spring 2018

CS 481 Israel Seminar	2
CS 542B Supervised Fieldwork	4
CS 545B Field Practicum	1
CS 900D Capstone: Business Model Accelerator	<u>3</u>
	10

DEGREE TOTAL

48

ZELIKOW SCHOOL OF JEWISH NONPROFIT MANAGEMENT

PILOT ACCELERATED MAJNM PROGRAM

(entering summer 2017)

First Summer

CS 427 Evolution and Structure of the Amer. J. Community	2
CS 521 History of Jewish Ideas	3
CS 540 Introduction to Jewish Communal Institutions	3
CS 544 Organizational Development	2
CS 579 Applied Jewish Wisdom	<u>3</u>
	13

Fall 2017

CS 542A Supervised Fieldwork	4
CS 545A Field Practicum	1
CS 900C Capstone: Jewish Social Research	<u>3</u>
	8

Spring 2018

CS 542B Supervised Fieldwork	4
CS 545B Field Practicum	1
CS 900D Capstone: Business Model Accelerator	<u>3</u>
	8

Second Summer

CS 523 Leadership in Jewish Communal Service	2
CS 525 Nonprofit Marketing and Branding	2
CS 531 Fundraising and Resource Development	3
CS 590 Collaborative Communication for J. Professionals	2
CS 596 Elements of Nonprofit Management	<u>2</u>
	11

Spring 2019

CS 481 Israel Seminar	<u>2</u>
	2

DEGREE TOTAL **42**

ZELIKOW SCHOOL OF JEWISH NONPROFIT MANAGEMENT

PROGRAM FOR MAJNM/MPA DUAL DEGREE STUDENTS USC course requirements and the following HUC courses (entering summer 2017)

First Summer

CS 427 Evolution and Structure of the Amer. J. Community	2
CS 521 History of Jewish Ideas	3
CS 540 Introduction to Jewish Communal Institutions	3
CS 544 Organizational Development	2
CS 579 Applied Jewish Wisdom	<u>3</u>
	13

Fall 2017

CS 541A Supervised Fieldwork	<u>3</u>
	3

Spring 2018

CS 541B Supervised Fieldwork	<u>3</u>
	3

Second Summer

CS 523 Leadership in Jewish Communal Service	2
CS 525 Nonprofit Marketing and Branding	2
CS 531 Fundraising and Resource Development	3
CS 590 Collaborative Communication for J. Professionals	2
CS 596 Elements of Nonprofit Management	<u>2</u>
	11

Fall 2017

CS 542A Supervised Fieldwork	4
CS 545A Field Practicum	1
CS 900C Capstone: Jewish Social Research	<u>3</u>
	8

Spring 2018

CS 481 Israel Seminar	2
CS 542B Supervised Fieldwork	4
CS 545B Field Practicum	1
CS 900D Capstone: Business Model Accelerator	<u>3</u>
	10

DEGREE TOTAL

48

ZELIKOW SCHOOL OF JEWISH NONPROFIT MANAGEMENT

PROGRAM FOR MAJNM/MSW DUAL DEGREE STUDENTS USC course requirements and the following HUC courses (entering summer 2017)

First Summer

CS 427 Evolution and Structure of the Amer. J. Community	2
CS 521 History of Jewish Ideas	3
CS 540 Introduction to Jewish Communal Institutions	3
CS 544 Organizational Development	2
CS 579 Applied Jewish Wisdom	<u>3</u>
	13

Fall 2017

USC COURSEWORK

Spring 2018

USC COURSEWORK

Second Summer

CS 523 Leadership in Jewish Communal Service	2
CS 590 Collaborative Communication for J. Professionals	2
CS 596 Elements of Nonprofit Management	2
CS 525 Nonprofit Marketing and Branding	2
CS 531 Fundraising and Resource Development	<u>3</u>
	11

Fall 2018

CS 542A Supervised Fieldwork	4
CS 545A Field Practicum	1
CS 900C Capstone: Jewish Social Research	<u>3</u>
	8

Spring 2019

CS 481 Israel Seminar	2
CS 542B Supervised Fieldwork	4
CS 545B Field Practicum	1
CS 900D Capstone: Business Model Accelerator	<u>3</u>
	10

DEGREE TOTAL

42

ZELIKOW SCHOOL OF JEWISH NONPROFIT MANAGEMENT

PROGRAM FOR JOINT MASTERS or CERTIFICATE STUDENTS (entering Summer 2017)

First Summer

CS 427 Evolution and Structure of the Amer. J. Community	2
CS 521 History of Jewish Ideas	3
CS 540 Introduction to Jewish Communal Institutions	3
CS 544 Organizational Development	2
CS 510C Encounter Seminar: Conflict, Civility, & Community	<u>2</u>
	12

Fall 2017 (MA only)

CS 543A Supervised Fieldwork/Joints (180 hours)	2
CS 545A Field Practicum	<u>1</u>
	3

Spring 2018 (MA only)

CS 543B Supervised Fieldwork/Joints (180 hours)	<u>2</u>
	2

Summer 2018

CS 523 Leadership in Jewish Communal Service	2
CS 590 Collaborative Communication for J. Professionals	2
CS 596 Elements of Nonprofit Management	2
CS 525 Nonprofit Marketing and Branding	2
CS 531 Fundraising & Resource Development	<u>2</u>
	10

Fall 2018 (MA only)

CS 901A Capstone: Jewish Community Research	<u>3</u>
	3

Spring 2019 (MA only)

CS 481 Israel Seminar	2
CS 545B Field Practicum	1
CS 901B Capstone: Business Model Accelerator	<u>3</u>
	6

DEGREE TOTAL Joint Masters	36
DEGREE TOTAL Certificates	22

GENERAL STUDENT INFORMATION

Student Health Services

There is a mandatory HUC Student Health Fee for all students enrolled in six units or more per term. The HUC Student Health Fee gives students access to the Engemann USC Student Health Center located on the USC campus adjacent to HUC. If you would like to continue to use the Health Center for the remainder of the summer, please communicate with Carol Sofer, HUC-USC Liaison and she will provide you with the necessary forms and let you know the fee. The fee will be billed through the HUC Student Billing Office.

The USC Engemann Student Health Center provides high-quality, client-oriented services and resources in health promotion and disease prevention, primary care and counseling. Although the health fee covers most Health Center services, nominal fees are charged for some specialty services, prescriptions, immunizations and copies of records and x-rays. The health fee does not cover the cost of hospitalization or specialty care that cannot be obtained at the USC Student Health Center. For hospitalization and specialty care, students use their medical insurance.

Medical Insurance

All HUC-JIR students are required to be covered by comprehensive health insurance. As a new student on the HUC-JIR Los Angeles campus, you are eligible for the current USC Student Health Insurance Plan beginning with the summer program. If you are interested in enrolling in the USC Student Health Insurance Plan, please contact Carol Sofer, HUC-USC Liaison, for information on enrollment, dates of coverage and payment. Carol can be reached at 213-765-2120 or csofer@huc.edu.

Lockers

In order to provide students with a secure and convenient space for their personal items, lockers have been installed on the basement level. They are located in the west hallway, beyond the faculty offices. At the beginning of the summer program, students should select a locker and then report its number to Madelyn Katz, Associate Dean and Director of Student Life, to have it reserved. Students need to provide their own locks for the lockers. Personal items should be stored in student lockers and not left in the student lounge, restrooms or in classrooms.

Mailboxes

All students have an individual mailbox located in the mailroom to the right of the stage in the Student Lounge. Students may receive mail in care of HUC-JIR, 3077 University Avenue, Los Angeles, 90007. Students should check their boxes regularly, as inter-campus information is frequently distributed there. Faculty mailboxes are located behind the receptionist's desk in the first floor lobby.

Student Identification Cards

Official student photo identification cards will be issued by John Mezin, Director of Maintenance.

Parking

To park in the HUC parking lot at the rear of the building, vehicles must be registered and display an HUC permit. Parking permits are issued to HUC students by John Mezin, Director of Maintenance. Visitors to the campus are required to sign in and register their vehicles with security to avoid being ticketed or towed. There is no public parking in the HUC lot. Unauthorized vehicles will be towed. Permission to park in the HUC parking lot using the Parking Permit applies during regular HUC Los Angeles school hours, for HUC functions and for HUC students registered for dual HUC/USC programs. It does not apply to USC functions or other outside functions.

Tartak Learning Center

The Tartak Learning Center is an educational resource center designed to support the Jewish educator. It offers lesson-planning ideas and curricular materials to HUC-JIR students, alumni, and Jewish communal professionals. The Tartak Learning Center, located in the *Mercaz* on the ground floor of the Jack H. Skirball campus of HUC in Los Angeles, was established through a generous and on-going gift by the Tartak Family and is maintained by the Rhea Hirsch School of Education (RHSEO).

Director: Lynn D. Flanzbaum, MAJE.

Email: tartak@huc.edu

Hours: M-Th: 9:00a.m. – 5:00 p.m

Phone: (213) 765-2192.

Website: www.huc.edu/tartak

Friday: 1:00 p.m. – 3:00 p.m.



HEBREW UNION COLLEGE | JEWISH INSTITUTE OF RELIGION

COURSE DESCRIPTIONS AND SCHEDULE OF CLASSES

ZELIKOW SCHOOL OF JEWISH NONPROFIT MANAGEMENT
SUMMER COURSE DESCRIPTIONS

CS 427 Evolution and Structure of the American Jewish Community (2)

This course provides an historical and sociological understanding of the foundations of the contemporary American Jewish community. Through interactive discussions, lectures and readings, students study models of community organization, the evolution of American Jewish institutions and ideas of communal responsibility.

Instructor: Leah Hochman

CS 512 Encounter Seminar: Conflict, Civility & Community

This class will explore different ways that Jews have exercised power and influence throughout Jewish history to serve their communal interests. We will examine tactics and structures that have been used in recent history while also learning about the emergence of new parallel or alternative groups that have emerged often in opposition to legacy institutions. We will examine Muslim-Jewish relations in Los Angeles as a case-study for shifting trends in community relations.

Instructor: Sarah Bassin

CS 521 History of Jewish Ideas and Communal Trends (3)

This course examines contemporary communal issues and provides an opportunity to review the basic sweep of Jewish history from its origins to the present, and allows the learner to become better acquainted with foundational Jewish texts. Topics include: national origins, Diaspora community, religious development, relations with non-Jews, the phenomenon of anti-Semitism, cultural differentiation, and patterns of migration and communal life.

Instructor: Joshua Garroway

CS 523 Leadership in Jewish Communal Service (2)

This course explores the literature on leadership, along with examining Jewish sources and values relating to the concepts of leadership. Students are introduced to experts in the field of leadership and are given the opportunity to engage in exercises designed to experiment with and apply such leadership skill-sets as motivation and persuasion, risk-taking, time management, negotiation and mediation, and problem-solving.

Instructor: Erik Ludwig

CS 525 Nonprofit Marketing and Branding (2)

This class provides foundational knowledge in marketing and branding. Through a practice-oriented seminar that takes place in the office of an established brand-consulting agency, students develop the tools and mindset to implement "innovation protocols" in the dynamic context of Jewish communal organizations.

Instructor: Sasha Strauss

CS 540 Introduction to Jewish Communal Institutions (3)

This seminar is a full-day experience for first-year students that includes substantial time outside the classroom visiting Jewish communal agencies, religious institutions and other organizations in the LA area in order to understand and critically analyze the organized Jewish community.

Instructor: Mandi Richardson

CS 544 Organizational Development (2)

This seminar provides an understanding of the impact that organizational culture and climate have on the functioning and performance of Jewish nonprofit organizations. Students learn to develop business, marketing and public relations plans, and create and manage a balanced budget. Using organizational theories that have application in nonprofit organizations, students learn problem-solving and decision-making skills, how to develop meaningful lay-professional relations, effective team-building and models of collaboration.

Instructor: David Levy

CS 579 Applied Jewish Wisdom (3)

This course looks systematically at texts and themes from the Biblical period to the present. Studies focus on textual and historical material from the major periods of the Jewish experience. An emphasis is placed on the manner in which prayer, study and observance affect the personal and communal life of Jews.

Instructor: Richard Levy and Sarah Benor

CS 590 Collaborative Communication for Jewish Professionals (2)

This course provides both the theory and practice of effective communication in the management and leadership of Jewish communal organizations. It combines lectures, assigned readings, and group discussion with individual and team presentations built around workplace scenarios. Special emphasis is placed on the values and processes of working in teams and the practices of building productive relationships with others, be they peers, colleagues, supervisors/supervisees and lay leadership.

Instructor: Drew Kugler

CS 596 Elements of Nonprofit Management (2)

This class follows-up on CS 544 by providing a more detailed focus on management and organizational skills with an emphasis on specific applications to the field of Jewish communal service. Among the disciplines introduced are nonprofit law, governance and accountability, as well as financial management, budgeting, and human resources and personnel practices.

Instructor: Phil Liff-Grieff