Dear Students,

Welcome to the 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 a summer of learning, community building, and professional growth.

The Zelikow School Handbook supplements the National Student Academic Handbook of the Hebrew Union College-Jewish Institute of Religion, which contains policies and procedures that apply to students in all of the academic programs of HUC. The Zschool Handbook contains additional programmatic information for students enrolled in the Master of Arts in Jewish Nonprofit Management, Master of Science in Organizational Leadership and Innovation, and Certificate in Jewish Organizational Leadership programs of the Zelikow School of Jewish Nonprofit Management.

At the Zschool, we believe that the classroom is a sacred space and provides an opportunity for students to explore common and less held narratives about values, culture, ideas, and identity that will ultimately shape your professional practice and leadership capacity. Students are invited to critically examine their personal and professional beliefs from different frames of reference as part of the learning experience. From time to time, we may explore lines of inquiry that challenge existing ways of knowing held by individuals or the group. It is not uncommon in such moments of authenticity to feel uncomfortable. While such an experience can be decentering, the intention is to shape your professional understandings and strengthen your capabilities as Jewish nonprofit leaders. We ask our students to accept that learning often includes feeling uncomfortable during those valuable moments of challenge and growth. If the ride gets a bit bumpy, keep a growth mindset and remember to enjoy the experience of traveling and learning together. After all, when pursuing extraordinary things, we must remain confident in each other and in our collective ability to “make a dent in the universe.”

If the turbulence gets to be too much, we are here to help you and ensure a productive and enjoyable academic experience. Our doors are (almost) always open, and we encourage you to drop by our offices if you need guidance, have concerns or just want to hang out and chat.

We hope you have a transformative learning experience this summer and throughout your tenure at the Zschool.

Erik Ludwig
Director

Mandi Richardson
Associate Director

Melissa Garai
Manager of Advancement & Program Services
MISSION & VALUES

For over 50 years, the Zelikow School of Jewish Nonprofit Management has shaped the Jewish future by educating its leaders. Our graduates lead the business of Jewish life.

The Zelikow School is a transformative gathering place for nonprofit professionals to learn and collaborate. We use creative problem solving to spark innovative solutions to today’s Jewish nonprofit challenges. Our students are activists, intellectuals, artists, musicians, engineers, rabbis, social workers, educators, and policy wonks that include dual degree students as well as students concurrently enrolled in the cantorial, education and rabbinic programs of HUC.

Since our founding in 1968, as the School of Jewish Communal Service, we have maintained a distinguished reputation as a premier center for the education of Jewish nonprofit leaders. Our students and alumni are a community of difference makers with global reach and impact.

Our Values 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 find. 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 650+ 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.
Communication
We maintain high expectations for our students and believe that school offers a laboratory for your professional practices. We ask students to:

• Operate within the mission and values of the Zelikow school
• Communicate with lay-leadership and professionals in a professional manner
• Avoid sending out emails on Shabbat/Chaggim
• Ensure that when you share emails or materials in the public sphere that they are composed in a professional manner
• Respond to Zelikow School emails within 2 business days
• Maintain LinkedIn profiles that are up to date
• Reply promptly to RSVPs for all Zelikow School events and update your hosts if you are unable to attend an event that you previously committed to attending.

Kashrut & Individual Dietary Needs
Meals and snacks served at an official Zelikow School function will be kosher (hechshered OU when possible). If you have any questions, please ask us.

While we do our best to make sure that everyone’s dietary needs are met, they cannot always be accommodated. Please make sure you are taken care of and, when in doubt, feel free to ask in advance.

REQUIREMENTS AND POLICIES

HUC Academic Policies
Please refer to the National Student Academic Handbook for a complete description of the academic policies of HUC. We advise you to become familiar with the information in the student handbook as it is designed to support your experience as a student. You can access the student handbook on the National Registrar’s web page of the HUC.EDU website.

Zelikow School Attendance Policy
Approximately 6 hours of work per week in mixed modalities (synchronous and asynchronous). The academic integrity and cohort experience of the Zelikow School depends on students attending all scheduled class meetings. Absence from class may be reflected in the student's grade and result in a need to retake the course.

Zelikow School Academic Requirements
One of the unique features of the Zelikow School is the multiple degree programs offered. The Zelikow School offers the following degrees:
Zelikow School Degrees
Master of Arts in Jewish Nonprofit Management (MAJNM)
Master of Science in Organizational Leadership and Innovation (MSOLI)
Certificate in Jewish Organizational Leadership (CJOL)

Dual Degrees
Dual degrees may be completed independently with select colleges/universities with prior departmental approval.

USC Dual Degrees
Master of Business Administration (USC Marshall School of Business) & MAJNM
Master of Communication Management (USC Annenberg School of Communication) & MAJNM
Master of Public Administration (USC Price School of Public Policy) & MAJNM Master of Social Work (USC Suzanne Dworak-Peck School of Social Work) & MAJNM

HUC Concurrent Degrees
Cantorial Studies & MA in Jewish Nonprofit Management
Education Studies & MA in Jewish Nonprofit Management
Rabbinic Studies & MA in Jewish Nonprofit Management

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 website for their particular set of requirements. Please consult with the Director of the Zelikow School regarding courses, credits, schedules, requirements, or any other matter relating to the academic program. For questions regarding the USC academic programs, please consult with, HUC-USC Liaison, and your degree program advisor at USC.

Fieldwork Experience
Fieldwork provides supervised and structured professional experiences in a variety of Jewish communal organizations. Guided by carefully constructed educational objectives, fieldwork provides invaluable practitioner and leadership training, engaging students in experiential learning which integrates the theory developed in the classroom with the practice experienced in the workplace. Through individually tailored placements and carefully monitored supervision, fieldwork provides a structured professional experience to further develop leadership capabilities. If you have questions about the fieldwork experience, please consult with the Associate Director.

Global Innovation Seminar: Windmueller Israel Seminar (December 2020)
The Seminar is designed to explore challenges in Israel that take place at the fault lines of social justice and how nonprofits have developed creative and innovative ways to meet those challenges. Past trips have explored the intersection of Israel’s high-tech community and innovative NGOs, meeting with leaders like Jonathan Medved, founder and CEO of
OurCrowd, and Dyonna Ginsburg, Executive Director of OLAM, to understand how creative problem solving and business principles in the for profit and social enterprise sectors can be put to use in nonprofits. Students in the MAJNM degree track receive a scholarship and are required to attend the Seminar for credit. All students are required to cover the cost of their own airfare, on-ground travel, and incidentals that is not directly provided within the Seminar. MSOLI students may attend the Seminar at their own expense, which is estimated at $3,300. Occasionally, limited scholarships are available for MSOLI students to support their participation in the Seminar.

Capstone Project
The Capstone is offered as a two-semester experience in a Business Model Accelerator for the Jewish Nonprofit. In the first semester, students develop research on a challenge confronting the Jewish communal ecosystem. In the second semester, students participate in a Launchpad, which replicates the experience of a high-tech business accelerator in order to develop leaders who can innovate within existing organizations or launch their own startups. 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.

Cohort Learning
The Zelikow School is a microcosm of the larger Jewish community, incorporating multiple perspectives, roles, talents and visions. Community is an essential component of our program, reflected in the institutional culture, the involvement of faculty and lay-leadership, and the empowerment of students. The extracurricular programs provide an informal educational experience for students to get to know each other and shape their community of learning. Other opportunities for cohort learning are offered throughout the schooling experience.

SUMMER SESSION

Courses, Syllabi and Class Schedule
The description of course offerings as well as the schedule of class sessions has been emailed to you. Students should review these carefully before registering and meet with the Associate Director if they have any questions regarding registration for classes in their particular program of study.

Required Books for Courses
A list of required books for courses is available on the National Registrar’s web page of the HUC website and from individual instructors.
**Tefillah**  
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, students in the Zelikow School may attend tefillah with students in the DeLeT program or make their own.

**Rabbi Louis Bernstein Scholar-in-Residence**  
This year’s Scholar-in-Residence will be Amanda Abrams (class of ‘07), Executive Director of The Zalik Foundation. Amanda Abrams began her career in advertising, and quickly realized her passion lay in working to better the Jewish community. She has spent the last fifteen years doing just that. As the Executive Director of the newly formed Zalik Foundation, Amanda oversees the foundation’s grantmaking activities, whose work aims to create knowledgeable Jews, ensure children and seniors live with promise and dignity, empower women and girls, promote entrepreneurship, and ensure for a sovereign and thriving Israel.

She holds a BS from the University of Pennsylvania's Wharton School of Business, an MBA from the University of Southern California, a MA in Jewish Nonprofit Management from Hebrew Union College and completed executive coursework at Harvard Business School. She is a past recipient of Jewish Federation of North America's FEREP scholarship, the 2013 Marilyn Shubin Professional Staff Development Award, Atlanta Jewish Times’ 40 Under 40 Award and participated in Leadership Buckhead. Amanda lives in Atlanta, GA where enjoys spending time with her husband and their two sons, Colin and Wyatt; being outdoors and creating custom artwork.

The annual Rabbi Louis Bernstein Scholar-in-Residence is generously supported by an endowment from Ruth Ziegler z”l 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 are a select group that has included some of America’s contemporary luminaries including Alan Gill, Executive Vice President Emeritus of the American Jewish Joint Distribution Committee, as well as Chip Edelsberg, Executive Director Emeritus of Jim Joseph Foundation, and Rachel Levin, Executive Director of Righteous Persons Foundation, Allan Finkelstein of JCCA, 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.

**Culmination Ceremonies** (Thursday, August 6, 1:30-3:00pm)  
The Zelikow School Culmination is a celebration of our summer learning experience and an opportunity to recognize those students who earned their Master of Science in Organizational Leadership and Innovation or completed the Certificate in Jewish Organizational Leadership. Each year the Rabbi Louis Bernstein Scholar-in-Residence provides the keynote address.
# DEGREE TRACKS

## MASTER OF ARTS IN JEWISH NONPROFIT MANAGEMENT

Course Sequence (Incoming Student)

**MA JEWISH NONPROFIT MANAGEMENT**

Generally, degree students will complete 48 credits in the following sequence. Please be aware that specific courses are subject to change and you should consult your academic advisor if you have any questions.

### SUMMER ONE

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<tr>
<th>Course Code</th>
<th>Course Name</th>
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<td>MGT 521</td>
<td>History of Jewish Ideas and Communal Trends</td>
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<tr>
<td>MGT 527</td>
<td>Evolution and Structure of the American Jewish Community</td>
<td>2</td>
</tr>
<tr>
<td>MGT 531</td>
<td>Fundraising and Financial Resource Development</td>
<td>2</td>
</tr>
<tr>
<td>MGT 540</td>
<td>Introduction to Jewish Communal Institutions</td>
<td>2</td>
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<tr>
<td>MGT 544</td>
<td>Organizational Development</td>
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You may also choose to register for additional elective course/s as offered

### FALL ONE

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<tr>
<th>Course Code</th>
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<tr>
<td>MGT 541A</td>
<td>Supervised Fieldwork: Practitioner and Leadership Development</td>
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<tr>
<td>MGT 545A</td>
<td>Practicum: Nonprofit Management</td>
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### SPRING ONE

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<tr>
<th>Course Code</th>
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<th>Credits</th>
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<tbody>
<tr>
<td>MGT 541B</td>
<td>Supervised Fieldwork: Practitioner and Leadership Development</td>
<td>4</td>
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<tr>
<td>MGT 545B</td>
<td>Practicum: Nonprofit Management</td>
<td>1</td>
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<tr>
<td>MGT 581</td>
<td>Global Innovation Seminar: Windmueller Israel Seminar</td>
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### SUMMER TWO

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<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
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<tr>
<td>MGT 523</td>
<td>Nonprofit Leadership</td>
<td>2</td>
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<tr>
<td>MGT 573</td>
<td>Nonprofit Finance and Planning</td>
<td>2</td>
</tr>
<tr>
<td>MGT 579</td>
<td>Applied Jewish Wisdom</td>
<td>2</td>
</tr>
<tr>
<td>MGT 590</td>
<td>Collaborative Communication</td>
<td>2</td>
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<tr>
<td>MGT 596</td>
<td>Elements of Nonprofit Management</td>
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You may also choose to register for additional elective course/s as offered

### FALL TWO

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<tr>
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<tr>
<td>MGT 542A</td>
<td>Supervised Fieldwork: Practitioner and Leadership Development</td>
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<tr>
<td>MGT 546A</td>
<td>Practicum: Nonprofit Management</td>
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<tr>
<td>MGT 900A</td>
<td>Capstone: Research Methods</td>
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### SPRING TWO

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<th>Course Code</th>
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<tr>
<td>MGT 542B</td>
<td>Supervised Fieldwork: Practitioner and Leadership Development</td>
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<tr>
<td>MGT 546B</td>
<td>Practicum: Nonprofit Management</td>
<td>1</td>
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<tr>
<td>MGT 900B</td>
<td>Capstone: Lean Launchpad for the Jewish Nonprofit</td>
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### DEGREE TOTAL

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<tr>
<th>Credits</th>
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<td>48</td>
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</table>
# MASTER OF ARTS IN JEWISH NONPROFIT MANAGEMENT

Course Sequence for USC’s Dworak-Peck School of Social Work (Incoming Student)

**MA JEWISH NONPROFIT MANAGEMENT**

Generally, degree students completing the dual degree at USC’s Dworak-Peck School of Social Work will complete 40 credits in the following sequence. Please be aware that specific courses are subject to change and you should consult your academic advisor if you have any questions.

**SUMMER ONE**
- MGT 521 History of Jewish Ideas and Communal Trends 2
- MGT 527 Evolution and Structure of the American Jewish Community 2
- MGT 531 Fundraising and Financial Resource Development 2
- MGT 540 Introduction to Jewish Communal Institutions 2
- MGT 544 Organizational Development 2

You may also choose to register for additional elective course/s as offered 10

**FALL ONE**
- Supervised Fieldwork at USC’s School of Social Work
- MGT 545A Practicum: Nonprofit Management 1

**SPRING ONE**
- Supervised Fieldwork at USC’s School of Social Work
- MGT 545B Practicum: Nonprofit Management 1
- MGT 581 Global Innovation Seminar: Windmueller Israel Seminar 2

**SUMMER TWO**
- MGT 523 Nonprofit Leadership 2
- MGT 573 Nonprofit Finance and Planning 2
- MGT 579 Applied Jewish Wisdom 2
- MGT 590 Collaborative Communication 2
- MGT 596 Elements of Nonprofit Management 2

You may also choose to register for additional elective course/s as offered 10

**FALL TWO**
- MGT 542A Supervised Fieldwork: Practitioner and Leadership Development 4
- MGT 546A Practicum: Nonprofit Management 1
- MGT 900A Capstone: Research Methods 3

**SPRING TWO**
- MGT 542B Supervised Fieldwork: Practitioner and Leadership Development 4
- MGT 546B Practicum: Nonprofit Management 1
- MGT 900B Capstone: Lean Launchpad for the Jewish Nonprofit 3

**DEGREE TOTAL** 40
### MASTER OF ARTS IN JEWISH NONPROFIT MANAGEMENT

Course Sequence for HUC Concurrent (Incoming Student)

#### CONCURRENT DEGREE TRACK FOR MAJNM (Cantorial, Education, and Rabbinic students)
Generally, degree students will complete a minimum of 34 credits in the following sequence in addition to their course of study in the Cantorial, Education, and Rabbinic programs. Please be aware that specific courses are subject to change and you should consult your academic advisor if you have any questions.

<table>
<thead>
<tr>
<th>SUMMER ONE</th>
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<tbody>
<tr>
<td>MGT 519 Entrepreneurial Leadership</td>
<td>2</td>
</tr>
<tr>
<td>MGT 521 History of Jewish Ideas and Communal Trends (may be taken instead of MGT 519)</td>
<td>(2)</td>
</tr>
<tr>
<td>MGT 527 Evolution and Structure of the American Jewish Community</td>
<td>2</td>
</tr>
<tr>
<td>MGT 531 Fundraising and Financial Resource Development</td>
<td>2</td>
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<tr>
<td>MGT 540 Introduction to Jewish Communal Institutions</td>
<td>2</td>
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<tr>
<td>MGT 544 Organizational Development</td>
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_You may also choose to register for additional elective course/s as offered_

<table>
<thead>
<tr>
<th>FALL ONE</th>
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<tbody>
<tr>
<td>MGT 543A Supervised Fieldwork: Practitioner and Leadership Development</td>
<td>2</td>
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<tr>
<td>MGT 545A Practicum: Nonprofit Management</td>
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<th>SPRING ONE</th>
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<tbody>
<tr>
<td>MGT 543B Supervised Fieldwork: Practitioner and Leadership Development</td>
<td>2</td>
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<tr>
<td>MGT 545B Practicum: Nonprofit Management</td>
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<tr>
<td>MGT 581 Global Innovation Seminar: Windmueller Israel Seminar</td>
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<th>SUMMER TWO</th>
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<tbody>
<tr>
<td>MGT 523 Nonprofit Leadership</td>
<td>2</td>
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<tr>
<td>MGT 573 Nonprofit Finance and Planning</td>
<td>2</td>
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<tr>
<td>MGT 579 Applied Jewish Wisdom (may be taken instead of MGT 592)</td>
<td>(2)</td>
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<tr>
<td>MGT 590 Collaborative Communication</td>
<td>2</td>
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<tr>
<td>MGT 592 Organizational Management and Supervision</td>
<td>2</td>
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<tr>
<td>MGT 596 Elements of Nonprofit Management</td>
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<tr>
<th>FALL TWO</th>
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<tbody>
<tr>
<td>MGT 900A Capstone: Research Methods</td>
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<th>SPRING TWO</th>
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<tbody>
<tr>
<td>MGT 900B Capstone: Lean Launchpad for the Jewish Nonprofit</td>
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**DEGREE TOTAL**

| 34  |
CERTIFICATE IN JEWISH ORGANIZATIONAL LEADERSHIP

CERTIFICATE
Generally, certificate students will complete a minimum of 10 credits in the following sequence. Please be aware that specific courses are subject to change and you should consult your academic advisor if you have questions.

- MGT 523 Nonprofit Leadership 2
- MGT 527 Evolution and Structure of the American Jewish Community 2
- MGT 531 Fundraising & Financial Resource Development 2
- MGT 540 Introduction to Jewish Communal Institutions 2
- MGT 544 Organizational Development 2

You may also choose to register for additional elective course/s as offered

CERTIFICATE TOTAL a minimum of 10
MS ORGANIZATIONAL LEADERSHIP AND INNOVATION

Generally, degree students will complete a minimum of 34 credits in the following sequence. Please be aware that specific courses are subject to change and you should consult your academic advisor if you have any questions. **All students pursuing this degree must meet with their academic advisor during the first week of classes to confirm their personal academic track will meet credit requirements for graduation.**

### SUMMER ONE
- MGT 512 Leadership and Change Management (Encounter Seminar, if offered) (1)
- MGT 515 Fundamentals of Creative Problem Solving (Encounter Seminar, if offered) (1)
- MGT 519 Entrepreneurial Leadership 2
- MGT 521 History of Jewish Ideas and Communal Trends 2
- MGT 527 Evolution and Structure of the American Jewish Community 2
- MGT 531 Fundraising and Financial Resource Development 2
- MGT 540 Introduction to Jewish Communal Institutions 2
- MGT 592 Organizational Management and Supervision 2

### FALL ONE
- MGT 541A Supervised Fieldwork: Practitioner and Leadership Development 4
- MGT 545A Practicum: Nonprofit Management 1
- (and/or) 5
- MGT 900A Capstone: Research Methods (3)

### SPRING ONE
- MGT 541B Supervised Fieldwork: Practitioner and Leadership Development 4
- MGT 545B Practicum: Nonprofit Management 1
- MGT 581 Global Innovation Seminar: Windmueller Israel Seminar (Elective) (2)
- (and/or) 5/(7)
- MGT 900B Capstone: Lean Launchpad for the Jewish Nonprofit (3)

### SUMMER TWO
- MGT 513 Leadership and Change Management 2 (Encounter Seminar) 1
- MGT 516 Fundamentals of Creative Problem Solving 2 (Encounter Seminar) 1
- MGT 523 Nonprofit Leadership 2
- MGT 573 Nonprofit Finance and Planning 2
- MGT 579 Applied Jewish Wisdom 2
- MGT 590 Collaborative Communication 2
- MGT 596 Elements of Nonprofit Management 2

**You may also choose to register for additional elective course/s as offered** (2)

**DEGREE TOTAL a minimum of 34***
MA JEWISH NONPROFIT MANAGEMENT

Generally, degree students will complete 44 credits in the following sequence. Please be aware that specific courses are subject to change and you should consult your academic advisor if you have any questions.

SUMMER ONE
MGT 521 History of Jewish Ideas and Communal Trends 2
MGT 527 Evolution and Structure of the American Jewish Community 2
MGT 531 Fundraising and Financial Resource Development 2
MGT 540 Introduction to Jewish Communal Institutions 2
MGT 544 Organizational Development 2

You may also choose to register for additional elective course/s as offered 10

FALL ONE
MGT 541A Supervised Fieldwork: Practitioner and Leadership Development 3

SPRING ONE
MGT 541B Supervised Fieldwork: Practitioner and Leadership Development 3

SUMMER TWO
MGT 523 Nonprofit Leadership 2
MGT 573 Nonprofit Finance and Planning 2
MGT 579 Applied Jewish Wisdom 2
MGT 590 Collaborative Communication 2
MGT 596 Elements of Nonprofit Management 2

You may also choose to register for additional elective course/s as offered 10

FALL TWO
MGT 542A Supervised Fieldwork: Practitioner and Leadership Development 4
MGT 546A Practicum: Nonprofit Management 1
MGT 900A Capstone: Research Methods 3

SPRING TWO
MGT 542B Supervised Fieldwork: Practitioner and Leadership Development 4
MGT 546B Practicum: Nonprofit Management 1
MGT 581 Global Innovation Seminar: Windmuller Israel Seminar 2
MGT 900B Capstone: Lean Launchpad for the Jewish Nonprofit 3

DEGREE TOTAL 44
MA JEWISH NONPROFIT MANAGEMENT
Generally, degree students completing the dual degree at USC’s Dworak-Peck School of Social Work will complete a minimum of 38 credits in the following sequence. Please be aware that specific courses are subject to change and you should consult your academic advisor if you have any questions.

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<tbody>
<tr>
<td>MGT 521 History of Jewish Ideas and Communal Trends</td>
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<tr>
<td>MGT 527 Evolution and Structure of the American Jewish Community</td>
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<tr>
<td>MGT 531 Fundraising and Financial Resource Development</td>
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<tr>
<td>MGT 540 Introduction to Jewish Communal Institutions</td>
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<tr>
<td>MGT 544 Organizational Development</td>
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You may also choose to register for additional elective course/s as offered

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<th>FALL ONE</th>
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<tr>
<td>Supervised Fieldwork at USC’s School of Social Work</td>
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<th>SUMMER TWO</th>
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<tbody>
<tr>
<td>MGT 523 Nonprofit Leadership</td>
<td>2</td>
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<tr>
<td>MGT 573 Nonprofit Finance and Planning</td>
<td>2</td>
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<tr>
<td>MGT 579 Applied Jewish Wisdom</td>
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<tr>
<td>MGT 590 Collaborative Communication</td>
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<td>MGT 596 Elements of Nonprofit Management</td>
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You may also choose to register for additional elective course/s as offered

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<th>FALL TWO</th>
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<tr>
<td>MGT 542A Supervised Fieldwork: Practitioner and Leadership Development</td>
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<tr>
<td>MGT 546A Practicum: Nonprofit Management</td>
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<tr>
<td>MGT 900A Capstone: Research Methods</td>
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<tr>
<td>MGT 581 Global Innovation Seminar: Windmueller Israel Seminar</td>
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<tr>
<td>MGT 900B Capstone: Lean Launchpad for the Jewish Nonprofit</td>
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DEGREE TOTAL 38
MASTER OF ARTS IN JEWISH NONPROFIT MANAGEMENT
Course Sequence for HUC Concurrent (Returning Student)

CONCURRENT DEGREE TRACK FOR MAJNM (Cantorial, Education, and Rabbinic students)
Generally, degree students will complete a minimum of 34 credits in the following sequence in addition to their course of study in the Cantorial, Education, and Rabbinic programs. Please be aware that specific courses are subject to change and you should consult your academic advisor if you have any questions.

**SUMMER ONE**
- MGT 519 Entrepreneurial Leadership 2
- MGT 527 Evolution and Structure of the American Jewish Community 2
- MGT 531 Fundraising and Financial Resource Development 2
- MGT 540 Introduction to Jewish Communal Institutions 2
- MGT 544 Organizational Development 2

You may also choose to register for additional elective course/s as offered 10

**FALL ONE**
- MGT 543A Supervised Fieldwork: Practitioner and Leadership Development 2
- MGT 545A Practicum: Nonprofit Management 1

3

**SPRING ONE**
- MGT 543B Supervised Fieldwork: Practitioner and Leadership Development 2
- MGT 545B Practicum: Nonprofit Management 1

3

**SUMMER TWO**
- MGT 523 Nonprofit Leadership 2
- MGT 573 Nonprofit Finance and Planning 2
- MGT 579 Applied Jewish Wisdom (may be taken instead of MGT 592) 2
- MGT 590 Collaborative Communication 2
- MGT 592 Organizational Management and Supervision 2
- MGT 596 Elements of Nonprofit Management 2

You may also choose to register for additional elective course/s as offered 10

**FALL TWO**
- MGT 900A Capstone: Research Methods 3

3

**SPRING TWO**
- MGT 581 Global Innovation Seminar: Windmueller Israel Seminar 2
- MGT 900B Capstone: Lean Launchpad for the Jewish Nonprofit 3

5

**DEGREE TOTAL** 34
MS ORGANIZATIONAL LEADERSHIP AND INNOVATION

Generally, degree students will complete a minimum of 34 credits in the following sequence. Please be aware that specific courses are subject to change and you should consult your academic advisor if you have any questions. All students pursuing this degree must meet with their academic advisor during the first week of classes to confirm their personal academic track will meet credit requirements for graduation.

SUMMER ONE
MGT 512 Leadership and Change Management (Encounter Seminar, if offered) (1)
MGT 515 Fundamentals of Creative Problem Solving (Encounter Seminar, if offered) (1)
MGT 519 Entrepreneurial Leadership 2
MGT 521 History of Jewish Ideas and Communal Trends 2
MGT 527 Evolution and Structure of the American Jewish Community 2
MGT 531 Fundraising and Financial Resource Development 2
MGT 540 Introduction to Jewish Communal Institutions 2
MGT 544 Organizational Development 2

12/(14)

FALL ONE
MGT 541A Supervised Fieldwork: Practitioner and Leadership Development 4
MGT 545A Practicum: Nonprofit Management 1

5

(and/or)

MGT 900A Capstone: Research Methods (3)

SPRING ONE
MGT 541B Supervised Fieldwork: Practitioner and Leadership Development 4
MGT 545B Practicum: Nonprofit Management 1
MGT 581 Global Innovation Seminar: Windmueller Israel Seminar (Elective) (2)

5/(7)

(and/or)

MGT 900B Capstone: Lean Launchpad for the Jewish Nonprofit (3)

SUMMER TWO
MGT 513 Leadership and Change Management 2 (Encounter Seminar, if offered) 1
MGT 516 Fundamentals of Creative Problem Solving 2 (Encounter Seminar, if offered) 1
MGT 523 Nonprofit Leadership 2
MGT 573 Nonprofit Finance and Planning 2
MGT 579 Applied Jewish Wisdom 2
MGT 590 Collaborative Communication 2
MGT 592 Organizational Management & Supervision (Elective) (2)
MGT 596 Elements of Nonprofit Management 2

12/(14)

You may also choose to register for additional elective course/s as offered

DEGREE TOTAL a minimum of 34
MGT 512 Encounter Seminar: Leadership & Change Management
This Seminar will examine different leadership challenges that are commonly encountered in Jewish nonprofits through the experiences of lay and professional leaders. Themes that are common in this course explore organizational lifecycle and change management issues using case studies. Topics may include launching a nonprofit, succession planning, diversity and bias, and responding to community crisis. The course is designed to develop an understanding of the geography of nonprofit challenges and of students’ abilities to recognize and respond to challenges in the field.

MGT 513 Encounter Seminar: Leadership & Change Management 2
This Seminar will continue examining different leadership challenges that are commonly encountered in Jewish nonprofits through the experiences of lay and professional leaders. Themes that are common in this course explore organizational lifecycle and change management issues using case studies. Topics may include launching a nonprofit, succession planning, diversity and bias, and responding to community crisis. The course is designed to develop an understanding of the geography of nonprofit challenges and of students’ abilities to recognize and respond to challenges in the field.

MGT 515 Encounter Seminar: Fundamentals of Creative Problem Solving
This Seminar will examine how creative problem solving may be activated as a leadership capacity. Depending on the semester, different practices will be employed to understand how we problem find, approach problems, and navigate problems in the nonprofit arena. Themes that are common in this course include how Design Thinking can be used by leaders and why failure is a valuable tool for effective leadership. The course is designed to provoke a deeper understanding of creative leadership and how creativity and failure are important to effective leadership.

MGT 516 Encounter Seminar: Fundamentals of Creative Problem Solving 2
This Seminar will continue examining how creative problem solving may be activated as a leadership capacity. Depending on the semester, different practices will be employed to understand how we problem find, approach problems, and navigate problems in the nonprofit arena. Themes that are common in this course include how Design Thinking can be used by leaders and why failure is a valuable tool for effective leadership. The course is designed to provoke a deeper understanding of creative leadership and how creativity and failure are important to effective leadership.
**MGT 519 Entrepreneurial Leadership**
This course is centered on developing your capabilities as a creative leader. We will explore the core leadership principles at the intersection of creativity and marketing. Entrepreneurial leaders disrupt the status quo and to do so requires developing a different way of thinking about the “big challenges” that confront organizations in the Jewish nonprofit ecosystem. This course is designed to support students in building their own brand of creative leadership.

**MGT 521 History of Jewish Ideas and Communal Trends**
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, in the process, 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.

**MGT 523 Nonprofit Leadership**
The business of Jewish life takes place in a volatile, uncertain, complex, and ambiguous (VUCA) nonprofit ecosystem. Leaders have a profound impact on organizational culture and ultimately determine the effectiveness of employees and lay-leaders in meeting an organization’s mission. This course examines the practice of leadership in building a high performing organizational culture. Research, case study analysis, and team projects will support students in developing an understanding of leadership theory and their own leadership practice.

**MGT 525 Nonprofit Marketing and Branding**
Through a practice-oriented seminar, students develop the tools and mindset to implement marketing and branding in the dynamic context of Jewish communal organizations. While theory will drive much of what we will do in the course, we will also consider the material in an applied context that will serve as a laboratory to understand how well our theoretically informed decisions survive outside of the classroom.

**MGT 527 Evolution and Structure of the American Jewish Community**
This course provides a 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.

**MGT 531 Fundraising and Financial Resource Development**
This is a practice-oriented course in fundraising for nonprofit organizations, exploring both theoretical frameworks and practical techniques within the context of a Jewish value system and contemporary dynamics in Jewish philanthropy.
**MGT 540 Introduction to Jewish Communal Institutions**

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.

**MGT 544 Organizational Development**

This course provides an understanding of the impact that organizational culture and climate have on the functioning and performance of Jewish nonprofit organizations. Grounded in nonprofit organizational theory, students explore different administrative challenges that nonprofits face across their organizational lifecycle.

**MGT 573 Nonprofit Finance and Planning**

This course prepares students for successfully working within nonprofit organizations' financial management structures. Students will interact with basic financial tools, terms and situations, which may include planning and budgeting, understanding financial statements, internal financial management and external financial communication. The course will utilize case studies and experiential exercises that help students integrate a financial orientation to program design and management into their skill set.

**MGT 579 Applied Jewish Wisdom**

This course is a professionally oriented introduction to Judaism. Students will be exposed to Jewish holidays, lifecycle events, ceremonies, customs, texts, values, ideas, and Hebrew words in ways that will inform their practices as Jewish nonprofit professionals. They will learn creative ways to answer the question, *Where’s the J?*

**MGT 590 Collaborative Communication**

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.

**MGT 592 Organizational Management and Supervision**

There is a direct relationship between a nonprofit organization’s ability to successfully deliver on its mission and the executive leader’s ability to manage the organization, supervise employees, and partner with lay leadership. This course will explore nonprofit management and supervision best practices, discuss real world examples, and build a tool kit for students to implement in their professional practice. Coursework will be rooted in practical experiences drawn from Jewish and secular not-for-profit and for-profit organizations and be delivered through a mix of virtual discussions, case studies, research and team projects.
MGT 596 Elements of Nonprofit Management
This course will explore some foundational and strategic elements that underlie the work of Jewish nonprofits. Using a lens of relationship and focusing on balancing a range of conflicting values that are at the core of successful nonprofit management, the course will draw upon the knowledge and skills learned in the first year of the program and will provide students with conceptual strategies that can guide their creative leadership practice and support their transition into the field.

LA CAMPUS 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 Josh Holo, Dean of HUC’s Jack H. Skirball campus, and he will provide you with the necessary forms and let you know the fee. The dean can be reached at jholo@huc.edu or 213-749-3424. The fee will be billed through the HUC Student Billing Office.

The USC Engemann Student Health Center provides 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 students are required to be covered by comprehensive health insurance. As a new student on the HUC 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 Josh Holo, Dean of HUC’s Jack H. Skirball Campus, for information on enrollment, dates of coverage and payment. The dean can be reached at jholo@huc.edu or 213-749-3424.

Student Identification Cards
Official student photo identification cards will be issued by the 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 the 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.

**Frances-Henry Library & Tartak Learning Center**
The Frances-Henry Library is part of HUC’s four campus library network, including the Klau Library in Cincinnati, the Abramov Library in Jerusalem, and the Klau Library in New York. The Frances-Henry Library is an important research resource for HUC’s faculty, students and the greater Los Angeles community.

Located in the Mercaz of the Jack H. Skirball campus, 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 students, alumni, and Jewish communal professionals.

**LA CAMPUS CONTACT INFORMATION**

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<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joshua Holo</td>
<td>Dean, LA Campus</td>
<td><a href="mailto:jholo@huc.edu">jholo@huc.edu</a></td>
<td>213-765-2101</td>
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<td>Roseanne Ackerley</td>
<td>Financial Aid Officer</td>
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<td>212-824-2206</td>
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<tr>
<td>Erik Ludwig</td>
<td>Director, Zelikow School</td>
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<td>Mandi Richardson</td>
<td>Associate Director, Zelikow School</td>
<td><a href="mailto:mrichardson@huc.edu">mrichardson@huc.edu</a></td>
<td>213-765-2141</td>
</tr>
<tr>
<td>Andrew Durbin</td>
<td>Network Administrator</td>
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<td>213-765-2112</td>
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<tr>
<td>Melissa Garai</td>
<td>Manager of Advancement &amp; Program Services, Zelikow School</td>
<td><a href="mailto:mgarai@huc.edu">mgarai@huc.edu</a></td>
<td>213-765-2173</td>
</tr>
<tr>
<td>Walter Jackson</td>
<td>Director of Maintenance/Security</td>
<td><a href="mailto:wjackson@huc.edu">wjackson@huc.edu</a></td>
<td>213-765-2132</td>
</tr>
<tr>
<td>Clyde Parrish</td>
<td>National Registrar</td>
<td><a href="mailto:cparrish@huc.edu">cparrish@huc.edu</a></td>
<td>513-487-3202</td>
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