



**USY**  
**METNY**

Metropolitan New York Region of United Synagogue Youth

**METNY USY**

Regional Executive Board 2018-2019

Potential Candidates Material

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**All applications must be submitted in full by**

**March 29, 2018**

**E-mail Addresses (Send to BOTH):**

**Zachary Zabib**

[president@metnyusy.org](mailto:president@metnyusy.org)

**&**

**Daniel Koas**

[dkoas@uscj.org](mailto:dkoas@uscj.org)

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**Dear Potential Regional Executive Board Candidate,**

I am writing to you with mixed feelings. My time as your president and my time as a USYer is quickly coming to an end. I am excited, however, because I know that you, the next class of leaders in METNY, are ready and excited to lead our region to new heights. The board and I are so excited that you are taking this step to apply to be a candidate for the 2018-19 METNY Regional Executive Board. I know that you will continue to show the international USY community why we sing “METNY region better than everyone.”

I wish I had all the time in the world to tell you about what it is like being an officer in our region. I do want to impart some important information to you however, about what it means to be on REB. While many USYers might associate a regional officer with the tasks of the position, being on board is so much more than that. It is about being part of an incredible team responsible with making Jewish moments available for hundreds of teens. An REB officer must be able to collaborate with the other board members to achieve this goal. This also requires being able to balance the position with an officer’s public behavior. REB officers must be modest, appropriate and admirable at all times. You will be representing USY, and I cannot overstate how important that responsibility is.

Please read through this application carefully on your own, then do the same with a parent or legal guardian; only then should you begin filling anything out. This position is an enormous commitment and it’s imperative for you, as well as the future REB, that you understand exactly what you are applying to be a part of.

In order to be considered a candidate for Regional Executive Board, you must have fallen into one or more of the following categories for a USY year prior to elections: Chapter Board, Divisional/Regional Convention/Kinnus Chairperson, Divisional Executive Board, or Regional Executive/General Board.

Take this application as an opportunity to explore what you want to contribute to METNY. Your answers should be thoughtful and should represent your goals for the upcoming year. A year on REB is a large commitment, and it is also ample time to work towards your goals for yourself and for the METNY region.

I want to end this letter by telling you that being on REB is life changing. This your chance to take your dreams and visions and turn them into reality. It is incredible to see the impact you will have in the short term and the long term. I wish you the best of luck and I implore you to reach out to me if you have any questions about this applications, about being an officer, or if you just want to talk.

Best of luck,  
Zachary Zabib  
METNY Regional President  
2017-2018

# Checklist and Deadlines

**Promptness is key when on Regional Executive Board.** Here is an outline of every item that must be submitted via E-Mail, and the date that they must be submitted by, so there is neither confusion, nor excuses. Late applications will not be accepted.

<i>Checkbox</i>	<i>Item</i>	<i>Deadline</i>
	Candidates Application	March 29th, 2018
	Youth Director and/or Rabbi Evaluation / Sample Letter to Rabbi Questionnaires	March 29th, 2018
	Position Specific Evaluation <i>(Interview must be scheduled)</i>	April 4th, 2018
	Standards Commitment Form & Signatures	March 29th 2018
	Candidates Information Sheet <i>(will be published)</i>	April 11th, 2018
	Names of Nominators and Ballot Overseers	April 9th 2018

## Item Explanations

- **Candidates Application**
  - This item is due on **March 29th, 2018**
  - This item entails the questions answered in full, **typed**, and proofread. This also includes all signatures of permission.
- **Youth Director and/or Rabbi Evaluation / Sample Letter to Rabbi Questionnaire**
  - This item is due **March 29th, 2018**
  - This item is essentially the outline to a letter of recommendation. This portion of the application is to see what your Youth Director and/or your Rabbi thinks of you as a leader and it allows you to write about how you would go about creating a strong relationship with the community.
  - The sample letter to your Rabbi and the Rabbi evaluation can be used interchangeably to fulfill the requirements of this applicaiton.
- **Position Specific Evaluation**
  - This interview must be scheduled by **April 4th, 2018**
  - This is an interview so that you can speak with the current holder of the position to learn more about the responsibilities of being on REB .
  - Officers will be having meetings during the week of **April 9th 2018 until April 13th 2018.**
- **Candidates Information Sheet**
  - This item is due on **April 4th, 2018**
  - This item is your “brag sheet” and it will be used to show your experience and qualifications. The regulations for this item will be explained following the acceptance of your application.
- **Names of Nominators and Ballot Overseers**
  - This item is due on **April 9th, 2018**
  - Each candidate for office will have one person nominate them, and one different person oversee the counting of their ballots following speeches. This item is simply the names of these participants.

# Election Procedures

## *EVERYTHING YOU ALWAYS WANTED TO KNOW ABOUT ELECTION PROCEDURES BUT WERE NEVER TOLD UNTIL NOW*

### 1. Qualifications for Candidacy:

a. President: Must have been a Regional executive officer, Divisional executive officer, or a Chapter President for a period of one USY year prior to elections.

b. Other Officers: The qualifications are the same for President, except that a candidate for any other office may also qualify by having served as a Vice President on Chapter board anytime during their tenure in USY, Regional General Board officer, or a Regional/Divisional Convention chairperson during one USY year prior to elections.

### 2. The order of election will be:

President  
Israel Affairs Vice-President  
Religion/Education Vice-President  
Social Action/Tikun Olam Vice-President  
Membership/Kadima Vice-President  
Communications Vice-President

3. Every applicant must complete and submit the election materials and applications promptly and with honest information given. **\*\*Applicants will not be considered a candidate until the evaluations and answers provided are reviewed and accepted by the current REB and Regional Staff. \*\***

4. Each candidate will have their qualifications posted electronically prior to the Convention and/or projected behind the candidate during their election speech.

5. The election is scheduled to take place at the METNY USY Regional Convention at the Honor's Haven Resort and Spa on April 20th 2018.

6. Speeches will be limited in length to five (5) minutes for Presidential candidates and three (3) minutes for all other offices.

7. A quorum will consist of two thirds (2/3) of those delegates present at the session. In order to win an election, one must receive over half of the votes cast with

abstentions not being considered as votes cast. Unless a candidate is unopposed, closed balloting will be the employed method of voting.

8. “Drop Down” Policy: Seeing as Divisional Elections will be held before Regional Elections, a candidate for Regional President may only drop down to one Vice Presidential position on the Regional Level. Candidates for any Regional Vice Presidential position unequivocally may not drop down to a different Regional Vice Presidential position. **\*\*In essence, there is only one drop down possibility and that is for Regional Presidential Candidates only. \*\***

9. A candidate may not use any Chapter or Regional funds for a political campaign prior to the Convention, and there is **no political campaigning before/during the Convention.**

10. Once elected, you naturally serve as an example of positive association with Judaism and must oblige to all standards as such. Such standards include but are not limited to: being observant of Shabbat and observing Kashrut (laws of keeping Kosher) in public if you do not already live in this manner. If you are not currently enrolled in Judaic study for at least three hours per week, it is necessary that you do so. Regional officers are expected to model healthy Jewish dating choices. Officers should be the embodiment of USY’s Zero Tolerance policy towards bullying/hazing, and should strive to create a welcoming environment. They are expected to hold themselves to the highest ethical standards. They shall not participate in any act recognized as Lashon Hora, or gossip, and they will treat all USYers and staff with respect. They are also expected not to **ever** illegally use drugs and alcohol.

11. As a committed USYer, you must continue your active participation in your chapter, division, region, and synagogue. This includes attending a minimum of four religious services monthly, three of which must be on Shabbat, and being a paid member in good standing of your chapter, division, and region.

12. This year, we will continue the tradition of “informal” nominations prior to the election proceedings of each office. During the nomination, only one person will be able to approach the microphone for 30 seconds to nominate you. All nominations must be appropriate and in the spirit of a positive environment.

13. Should you be elected to the Regional Executive Board, you promise to serve as a role model at conventions and will participate in all assigned programming and sichot. Regional board means displaying an example you wish for the USYers to

follow. This means always being where you are supposed to be and not taking advantage of any supposed “special privileges”.

13. Each candidate is entitled to a ballot overseer. Failure to submit your ballot overseer to Daniel/Zachary on time will result in the loss of the opportunity to have a nominator. The results of an election are private and confidential. We ask that you chose someone that will not share the result of the election with you or anyone else. Please keep in mind ballot overseers are assigned on a first come first serve basis. Nobody can be a ballot overseer for an election for which they are a nominator in the next election.

14. In the case of an emergency where your nominator/ballot overseer is unable to be present at elections a candidate will have the opportunity to select a new nominator/ballot overseer. The original nominator/ballot overseer must be in touch with the regional director/president at least 36 hours before elections, barring an unforeseen circumstance the day of elections.

15. If your parent is your youth director, the regional director or your divisional director will complete the needed portion of the application in lieu of the chapter youth director.

16. On **April 3rd** you will receive confirmation that you have completed all of the prerequisites needed to run for Regional Executive Board. You will also be notified that you are eligible to run for board by being in good standing in your current office. Anyone that is not in good standing will be notified beforehand.

17. On **April 10th at 8:15pm** there is a mandatory conference call for all candidates. On this call each candidate must have a parent on the line with them. Attendance will be checked on the call. On the call we will run through election procedures as well as answer any questions by those on the call. We will also discuss standards and expectations.

# Potential Candidate's Application

*(Please **type** your responses to these questions on a separate document.)*

As an essential portion to the application process, we are asking that you report not only your accomplishments and standing on the USY chapter, divisional, and regional level, but also your character and abilities as a person and student. Please answer the following questions thoroughly with complete respect and **honesty**. Our goal is to help you identify your strengths and weaknesses, to help you be the best leader you can be, and to strive toward your ultimate accomplishment: being elected a Regional Officer.

Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Age: \_\_\_\_\_

Chapter: \_\_\_\_\_

Home Address: \_\_\_\_\_ City/State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) - \_\_\_\_\_ - \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Desired Position for Candidacy: \_\_\_\_\_

## **Presidential candidates only:**

*Presidential candidates are allowed to drop down once. Please state below which position you will drop down to. If you would like to forgo the ability to drop down please write, "N.A." **You must inform the Regional President of your decision 24 hours before the election begins.***

Drop Down Position: \_\_\_\_\_

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## Applicant Evaluation

1. The number one reason you want to be on regional board is...



- 2. What qualities would make you a strong regional officer?** (Max 50 words)
- 3. What are three words that describe you?**
- 4. What is your motivation?** (Max 50 words)
- 5. What are your biggest weaknesses as a person, as a friend, as a team member, and as a leader?** (Max 75 words)
- 6. Please give us an example of how you work well with other USYers? Describe a scenario where you have had to delegate responsibility.** (Max 100 words)
- 7. How do you handle failure and criticism in regards to programs?**  
(Max 50 words)
- 8. Please give example(s) of how you work with staff members?**  
(Max 50 words)
- 9. What time commitments do you feel is necessary to be a regional officer? Please give an example of how you will manage time effectively while working with deadlines.** (Max 75 words)
- 10. What is an example of an accomplishment that you have made in your USY career that you are particularly proud of? What went correctly? What challenges did you overcome on the way?** (Max 150 words)
- 11. In great detail, what are three goals you have for the upcoming year if elected?**
- 12. Do you have any apprehensions or concerns regarding elections, or if elected, your term?**

**Should I be elected, I pledge to adhere to the following standards throughout my term in office. (These standards apply once elected and are not necessarily the standards that must be met to be allowed to run)**

**STANDARDS FOR THE REGIONAL EXECUTIVE BOARD 2018-2019**

1. Observe Shabbat and Jewish Holidays by refraining from all school examinations and public functions thereon
2. Observe kashrut wherever possible, in private and at all times in public. USYers from non-Kosher homes are not expected to be in a position to make changes in their private lives, but are required to observe the laws of kashrut in public
3. Participate in some mode of Judaic Study for not less than three hours a week and not less than four religious services monthly, three of which must be on Shabbat
4. Participate actively in the affairs of the chapter, region, and in all the activities of the division
5. The Officers will strive to model healthy Jewish dating choices. These include recognizing the importance of dating within the Jewish community and treating each person with the recognition that they were created *Betzelem Elohim* (in the image of God).
6. The Officers will foster a safe and inclusive community. USY leaders should serve as the embodiment of USY's Zero Tolerance policy towards bullying, and create a welcoming environment.
7. The Officers are expected to hold themselves and each other to the highest ethical standards.
8. This includes refraining from *Lashon Hara* (gossip) and treating others with *Kavod* (respect).
9. It is expected that the leaders of the organization refrain from the illegal use of drugs and the use of alcohol
10. Officers understand that their job is a time commitment, failure to put in the time could lead to dismissal from their position.

**By signing, I affirm that everything I have stated is the honest truth. I affirm my intent to run for office and I also pledge that if elected I will adhere to the above standards. I understand that if I neglect to follow the above mentioned standards I will be dismissed from office**

**Petition for Office:**

I would like to be considered a candidate for the following office:

\_\_\_\_\_

**Your Signature**

\_\_\_\_\_

**Parent/Guardian's Signature**

\_\_\_\_\_

**Chapter Youth Director's Signature**

\_\_\_\_\_

**Rabbi's Signature**

\_\_\_\_\_

# Youth Director Evaluation

*If you are a candidate for the position of **Regional President**: please submit both the Youth Director Evaluation and the Rabbi Evaluation/Sample Letter with your application.*

*If you are a candidate for a **Vice-President Office**: please submit either the Youth Director Evaluation or the Rabbi Evaluation/Sample Letter to Rabbi with your application (select one).*

Please request to your Youth Director that this evaluation be E-Mailed directly to [dkoas@uscj.org](mailto:dkoas@uscj.org)

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One of your USYers is applying to be a candidate for Regional Office, and as a Youth Director, you are requested to fill out the following evaluation. Our sole intent in asking you to disclose this important information is so we can have a stronger understanding of the USYer, and so we can ensure that the region is equipped with an excellent, diligent, and accomplished Regional Executive Board. We ask you to focus on the USYer's accomplishments, programs, and character through personal anecdotes and interactions you have had with this candidate. Please take the time to fill out the evaluation below studiously, carefully, and most importantly, honestly.

*All disclosed information will be kept in the strictest of confidence.*

**Youth Director's Name:** \_\_\_\_\_ **Chapter:** \_\_\_\_\_

**USYer's Name:** \_\_\_\_\_

**Division** (check one): \_\_\_ Emek \_\_\_ Ruach \_\_\_ Sababa

Feel free to use a separate sheet of paper if necessary.

- How well do you know this USYer?
  
  
  
  
  
  
  
  
  
  
- Describe the USYer's chapter involvement, participation, and contributions.

- Do you feel that this USYer would make a strong Regional Officer? Please explain your reasoning.
- Do you have any concerns about this USYer holding a regional board position?
- Does this USYer currently present him/her/themself as a dugmah (role model) to other USYers?
- On a scale of 1-10, how do you like working alongside this USYer? Feel free to share a story or a specific positive experience if you can think of one (this answer is just for us to get to know the USYer on a more personal level and will not affect the overall result in the decision-making process).

E-Mailing Information:

**\*\* Must be sent no later than **March 29th 2018** \*\***

Daniel Koas  
METNY Regional Director  
[dkoas@uscj.org](mailto:dkoas@uscj.org)

# Rabbi Evaluation

*If you are a candidate for the position of **Regional President**: please submit both the Youth Director Evaluation and the Rabbi Evaluation/ Sample Letter to Rabbi with your application.*  
*If you are a candidate for a **Vice-President Office**: please submit either the Youth Director Evaluation or the Rabbi Evaluation/Sample Letter to Rabbi with your application (select one).*

Please request to your Rabbi that this evaluation be E-Mailed directly to [dkoas@uscj.org](mailto:dkoas@uscj.org) by March 29th 2018.

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This USYer is applying to be a candidate for the Metropolitan New York USY Region's Executive Board. In order to truly authenticate the application process, you are requested to fill out the following evaluation. Our sole intent in asking you to disclose this important information is so we can have a stronger understanding of the USYer, and so we can ensure that the region is equipped with strong *dugmaot*. If you do not feel comfortable answering a question due to a lack of personal interactions with the potential candidate, please write these honest thoughts down so we can take this into consideration.

*All disclosed information will be kept in the strictest of confidence.*

USYer's Name: \_\_\_\_\_ Synagogue: \_\_\_\_\_

Rabbi's Name: \_\_\_\_\_

Division (USYer check one): \_\_\_Emek \_\_\_Ruach \_\_\_Sababa

Feel free to use a separate sheet of paper if necessary.

- How long have you known this USYer and their family? Please describe your relationship with the candidate.
- Please describe the USYer's synagogue involvement religiously, and as a part of the community.
- Does this USYer currently present him/her/themself as a *dugmah* to other teens?
- Please use the information below to express any accolades or concerns you have regarding this USYer.

# Sample Letter to Rabbi

USYer's Name: \_\_\_\_\_

Synagogue: \_\_\_\_\_

Division: \_\_\_ Emek      \_\_\_ Ruach      \_\_\_ Sababa

*If you are a candidate for the position of **Regional President**: please submit both the Youth Director Evaluation and the Rabbi Evaluation / Sample Letter to Rabbi with your application.*

*If you are a candidate for a **Vice-President Office**: please submit either the Youth Director Evaluation or the Rabbi Evaluation / Sample Letter to Rabbi with your application (select one).*

*Please attach this sample letter to be E-Mailed directly to [dkoas@uscj.org](mailto:dkoas@uscj.org)*

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If a candidate would prefer, he/she has the ability to submit a sample letter showing how the candidate will develop a working relationship with local Rabbis and how the candidate will approach the situation to create relationships with Rabbis.

## **In this sample letter you should:**

- Introduce yourself
- Explain your role in USY as the elected board member for your position
- Explain why you are reaching out to the Rabbi
- Explain steps you would take to develop strong relationships with the Rabbis
- Explain why it is important to be in close communication with local Rabbis

E-Mailing Information:

**\*\* Must be sent no later than **March 29th 2018** \*\***

Daniel Koas  
METNY Regional Teen Engagement Director  
[dkoas@uscj.org](mailto:dkoas@uscj.org)

# **Position-Specific Evaluation Information**

*Current Holder of Office Name:* \_\_\_\_\_

*USY Candidate-to-be Name:* \_\_\_\_\_

Dear USY Candidate,

In addition to the written part of this application, it's important for us as the Regional Board to get to know you on a more personal level. With this in mind, we would like to introduce "Position-Specific Evaluations." This will be an interview/informational meeting with the candidate who currently holds the desired position in office where you will be asked a series of questions about your character, your experience, ideas/initiatives, and more.

This portion of the application allows us to learn more about you, but this learning experience benefits both parties as this will give you the opportunity to ask any questions you may have about the desired position. More often than not, USYers will jump into a leadership position with an expectation of their jobs and responsibilities, but what many fail to realize far too late into the commitment has to do with the lack of understanding for what it means to be a Regional Executive Board member as well as serving as a President / IA / Rel/Ed / SA/TO / Mem/Kad / Comm.

**In order to set up your interview, please be in touch with the Regional Officer of the desired position by April 4th 2018 to coordinate an in-person session, video-conference, or phone call. Officers will be having meetings during the week of April 9th 2018 until April 13th 2018.**

Thank you so much in advance for your cooperation, and we look forward to reviewing your application.

B'Hatzlacha (Good Luck),

**Zachary Zabib**, Regional President

**Aaron Schwartz**, Regional Israel/Affairs V.P

**Jacob Deane**, Regional Religion/Education V.P

**Aimee Teplitskiy**, Regional Social Action/Tikun Olam V.P

**Abe Browne**, Regional Membership/Kadima V.P

**Carly Fruchtman**, Regional Communications V.P

*Note: If the USYer filling out this application is running to further extend their term in the current position of office, please have this part of the application completed with the Regional President or the Regional Youth Director.*