**Ohef Sholom Temple**

**Board Basics**

We welcome you to Ohef Sholom Temple’s Board of Directors. Here is a primer of *Board* *Basics*:

**Length of the Term**

Members of the Board of Ohef Sholom Temple are generally elected to a term of three years, beginning in June (the beginning of the Temple’s fiscal year). The exception to this is when a board member is elected to fill an unfinished term of another board member

**Responsibilities**

Membership on the board is both a privilege and an obligation. This is **your** opportunity to make a viable contribution to the future of our Jewish heritage and traditions. Here is a list of board member responsibilities.

*Support Ohef Sholom Temple*

* Be a leader and a role model.
* Help raise funds for the synagogue.
* Serve as a representative of the whole congregation.
* Engage in opportunities to recruit and retain membership by inviting people to join you at any of the Temple’s programming.
* Possess a thorough knowledge of synagogue goals and objectives, bylaws, operating procedures, and financial affairs.
* Participate in religious, social, educational, social action, and fundraising events at the Temple.
* Observe, listen to, and be attentive to the needs of congregants.
* Translate congregants’ needs into realistic goals.
* Usher during High Holy Day services
* Serve as a greeter and an announcer during Shabbat services multiple times throughout the year.
* Plan effectively for the future.
* Foster solid management practices.

*Attendance at Meetings*

Board members are expected to attend:

* Regularly scheduled board meetings
* Orientation, training sessions, and retreats
* The congregation’s annual meeting

Board meetings are generally the 3rd Thursday of each month from 7:00 pm to 8:30 pm.

In advance of the meeting you will receive via email with the Agenda and Board reports from the clergy, staff, and Committee Chairs.

In addition to attending the meeting, you should also:

* Be prepared to discuss agenda items
* Participate thoughtfully in discussions at board meetings
* Support the final decisions of the board

*Committee Involvement*

Each board member is required to actively serve on two Temple committees or auxiliaries. Please review the attached list of Committees and consider which Committees appeal to your skills and interests the most.

This short guide’s intent is to give you a primer on the expectations of serving on the Ohef Sholom Temple board. Feel free to call the office.

**Thank you for your Service!**

\*Information in this document was adapted from The Union for Reform Judaism’s “From Member to Board Member.”