

# THE NFTY-TOR

  

# ADVISOR MANUAL



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*2006*

**Everything you always wanted to know...  
AND MORE!**

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## WHAT IS NFTY?

### **Overview**

NFTY is many things. Stemming from a historic tradition of both Jewish and non-Jewish European youth movements, NFTY is the Reform Jewish religious youth movement that fosters leadership at the national, regional and congregational level. It is advised by a set of adult Jewish youth professionals. Comprised of over 500 local synagogue youth groups, NFTY also functions as a youth organization, an affiliate of the Union for Reform Judaism, as well as a program of the URJ Youth Division. There is a healthy balance between those aspects of NFTY that are youth-led and those that are directed by its adult advisors.

Whether functioning as an organization, program, or youth movement, NFTY is a Reform Jewish community for high school students. NFTYites forge and build friendships, lifelong Reform Jewish identities, and leadership skills through community building, worship, social action, and experiential youth-led Jewish educational programming. Many NFTYites serve as NFTY leaders on the local TYG, regional, and even North American levels. Many NFTY Leaders continue on to become both lay and professional leaders of the Reform Jewish Movement.

### The Eight NFTY Values

The following describes the **Eight NFTY Values**. For over sixty years, the North American Federation of Temple Youth (NFTY) has offered thousands of young people the opportunity to explore and live Reform Judaism. Today, over 500 Reform congregations throughout North America sponsor Temple Youth Groups, bringing the NFTY experience to more than 10,000 high school-age young people. Through involvement opportunities offered by congregations, our 19 NFTY regions, and on the North American level, NFTYites strive to forge an identity in consonance with the goals and values of Reform Judaism.



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### **NFTY's Goals**

- Instill Jewish Identity
- Increase Synagogue Participation among High School Youth
- Foster Long-term Commitment to the Ideals and Values of Reform Judaism
- Create Today the Reform Jewish Congregants of Tomorrow

### **NFTY's Values**

- Chinuch: Jewish Education
- T'Fillah: Worship
- Tikkun Olam: Religious Action
- Manhigut: Leadership Development
- Kehilah Kedoshah: Reform Jewish Community
- Hitpatchut: Personal Growth and Ethics
- Am Yisrael: The Jewish People
- Eretz and Medinat Yisrael: The Land and State of Israel

### **NFTY IS COMMITTED TO...**

#### **Chinuch: Jewish Education**

NFTY is committed to providing young Reform Jews with a solid foundation of Jewish information necessary to help them make informed Jewish decisions. What rituals will they observe? What is their connection to Israel? What values will they espouse and pass on to their children? NFTY strives to make Jewish learning both accessible and enjoyable through experiential informal Jewish education. Most NFTY programs are researched, prepared, and executed by NFTY leaders under the guidance of NFTY Regional Advisors, Clergy, and Educators.

#### **T'fillah: Worship**

NFTY wants its young people to have meaningful experiences for living and praying Jewishly. NFTY helps young people find their connection to God and the role that faith can play in their lives. NFTY worship services are unique for Reform Jewish teenagers in setting, style, and choice of music.

#### **Tikkun Olam: Religious Action**

NFTY recognizes that young people are extremely concerned about the fate of the world in which they live. Commitment to *Tikkun Olam*—repairing the world—has always been a major component of the NFTY experience. Through community service, speaking, lobbying, and rallying on current domestic or foreign political issues, NFTY remains committed to learning, caring and making a difference in the world.



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### **Manhigut: Leadership Development**

In order to create the Reform Jewish leadership of tomorrow, NFTY fosters the Reform Jewish Youth Leadership of today. Through a variety of elected and appointed positions from the youth group level up to the North American level, NFTYites acquire leadership skills through peer-led programming, taking stands at general board meetings, and networking. Adult advisors serve as role-models and guides in these endeavors.

### **Kehilah Kedoshah: Reform Jewish Community**

NFTY strives to create a holy Jewish community in which all NFTYites feel a sense of belonging, friendship, safety, and purpose. Through local, regional, and North American events, NFTYites experience a meaningful Jewish community where each person is considered made *B'tzelem Elohim* – in the image of God.

### **Hitpatchut: Personal Growth and Ethics**

Through Jewish community, adult Reform Jewish mentorship, leadership development, Jewish study, social action, and spiritual exploration, NFTY aims to give Reform Jewish youth the ethical tools to make decisions in their day-to-day lives.

### **Am Yisrael: The Jewish People**

NFTY is part of a larger Reform Jewish and Jewish picture. Being a member of NFTY means being an active Jew, whether through study, dialogue, or action.

### **Eretz and Medinat Yisrael: The Land and State of Israel**

NFTY is the official Youth Movement of ARZA, Association of Reform Zionists of America. NFTYites actively engage in its support of the State of Israel through study, action, summer trips, and our EIE High School Semester in Israel program.

### **The Structure of NFTY**

NFTY's heart and soul is the local URJ synagogue Temple Youth Group (TYG). While each local TYG differs in organization, focus, size, and character, the Temple Youth Group is the outlet for the highly engaged Reform Jewish teenager in a URJ Synagogue. While some TYG's only meet 5 times a year for social programs, many TYG's meet over 20 times each school year and offer a full variety of social, leadership, educational, and social action programs.



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TYG's are linked together by geographic region into NFTY's 19 regions. While each NFTY Region is somewhat unique in character, program, and traditions, each NFTY Region runs leadership training for local TYG's, as well as a series of camp, hotel, or home-hospitality based conclaves or institutes that focus on Jewish themes, building community, worship, and social action for general NFTY Membership.

## **NFTY CHEER:**

Say, "What's your name?" Say, "NFTY?" (3x)

Gonna live and die for N-F-T-Y.

NFTY's in the front ....hey hey hey

Let me hear you grunt.... Huh huh huh

NFTY's in the middle... hey hey hey

Let me hear you giggle.. hee hee hee

NFTY's in the rear.... hey hey hey

Let me hear you cheer .....hey hey hey

YOU GOT IT? YEAH! (2X)

It's in my knees, my knees are weak

It's in mouth, muumumumumum

It's over there, it's over there, it's over there

IT'S EVERYWHERE!

(stomp clap stomp clap stomp clap, stomp clap...)

Say, "What's your name?" Say, "NFTY?" (3x)

Gonna live and die for N-F-T-Y.

## **19 NFTY REGIONS:**

### **NFTY Regions by URJ Council**

#### **URJ Great Lakes Council**

[NFTY Chicago Area Region \(CAR\)](#)

[NFTY Northern Region \(NO\)](#)

#### **URJ Pacific Central West Council**



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**URJ Mid-Atlantic Council**  
[NFTY Mid-Atlantic Region \(MAR\)](#)

**URJ Midwest Council**  
[NFTY Missouri Valley Region \(MV\)](#)  
[NFTY Ohio Valley Region \(OV\)](#)

**URJ New Jersey - West Hudson Valley Council**  
[NFTY Garden Empire Region \(GER\)](#)

**URJ Greater New York Council**  
[NFTY New York Area Region \(NAR\)](#)

**URJ Northeast Council**  
[NFTY Northeast Region \(NE\)](#)

**URJ Northeast Lakes Council**  
[NFTY Michigan Region \(MI\)](#)  
[NFTY Northeast Lakes Region \(NEL\)](#)

[NFTY Central West Region \(CWR\)](#)

**URJ Pacific Northwest Council**  
[NFTY Northwest Region \(NW\)](#)

**URJ Pacific Southwest Council**  
[NFTY Southern California Region \(SoCal\)](#)  
[NFTY Southwest Region \(SW\)](#)

**URJ Pennsylvania Council**  
[NFTY Pennsylvania Area Region \(PAR\)](#)

**URJ Southeast Council**  
[NFTY Southern Area Region \(SAR\)](#)  
[NFTY Southern Tropical Region \(STR\)](#)

**URJ Southwest Council**  
[NFTY Southern Region \(SO\)](#)  
[NFTY Texas/Oklahoma Region \(TOR\)](#)

The 19 Regions are, in turn, joined together on the North American Level. North American NFTY events and programs include the Summer NFTY Leadership Academy at the URJ Kutz Camp, NFTY Mechina - leadership training and board meeting for newly elected regional board members - held every June at the URJ Kutz Camp, a February Board Meeting held at the URJ Kutz Camp, NFTY in Israel Programs, and the Biennial NFTY Convention.



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## **WHAT IS NFTY TOR?**

### **Events**

NFTY TOR is one of the 19 NFTY regions and is composed of youth groups throughout Texas and Oklahoma. NFTY TOR is committed to providing a rich Jewish experience for ninth through twelfth graders via local and regional events. Every year, NFTY TOR has five regional events including:

**Summer Kallah** – Held at The Greene Family Camp in Bruceville, Texas. This is the longest event held by the NFTY TOR Region (4 days). As the first event of the year, Summer Kallah serves two different purposes. Ninth graders spend some of the weekend meeting each other through programming while learning about the various elements of NFTY TOR. Tenth and eleventh graders spend the weekend in leadership training, while twelfth graders prepare for their final year in high school as well as looking towards college (and all that might entail). Each grade level participates in a track specifically designed especially for them. This event takes place over Labor Day weekend in early September.

**Fall Conclave** – An event hosted by a congregation in the region. Youth groupers stay in host parent's homes while getting to experience Jewish life in another city in the region. Conclaves begin on Friday evening and end on Sunday morning. Throughout the weekend, youth groupers are exposed to programming, services, and social action projects tied to a theme chosen and planned by the hosting congregation's youth group. This event is held in late October/early November.

**Winter Conclave** – This event is similar to Fall Conclave, but hosted by a different youth group. It is held in mid-January.

**Spring Conclave** – Held at The Greene Family Camp in Bruceville, Texas. This event usually takes place in mid to late April. Unlike other events, Spring Conclave includes the election of the new regional NFTY-TOR Board for the next school year.

**Na'aseh V'nishma**– In addition to the above four events, NFTY TOR holds an annual Social Action/Study event. This event is held over a weekend at The Greene Family Camp in early December. Unlike all other regional NFTY-TOR events, this one is a very small one, only taking a select group of students from



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each youth group who wish to explore social action and a study theme on a more in-depth level.

### **Regional Board**

Spring Conclave is the event when elections are held to elect the next regional board. Seven NFTYites are elected to lead the region. In addition to planning Summer Kallah and Winter Kallah, the board sets out a vision for the region, works with local youth group members, and represents the region at North American board meetings. The following are the positions on the regional level with a short description of individual areas of responsibility:

#### **President**

- Sets the overall vision for the region
- In charge of running the General Board and General Assembly meetings
- Works with all local Presidents

#### **Programming Vice-President (PVP)**

- Charged with organizing programming for Institute and Kallah
- Works with all local PVPs
- Administers the NFTY programming award (TOBA)

#### **Social Action Vice-President (SAVP)**

- In charge of social action projects undertaken by the region
- Implements programming and informs region about the North American Social Action theme
- Works with all local SAVPs

#### **Religious and Cultural Action Vice-President (RCVP)**

- Plans all services for Institute and Kallah
- Informs the region about Jewish cultural issues
- Works with all local RCVPs



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**Membership Vice-President (MVP)**

- In charge of increasing active membership for region
- Works with all local MVPs

**Communications Vice-President (CVP)**

- Takes minutes at all official meetings of the region
- Works with all local Communications officers in the region

**The following is a list of TYGs in the NFTY TOR region:**



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ARFTY	Arlington, TX
ATEED	Midland/Odessa, TX
ATT	Austin, TX
BEAUTY	Beaumont, TX
BEFTY	Missouri City, TX
BESTY	Tyler, TX
BIFTY	Houston, TX
CFTY	Plano, TX
CLFTY	Clear Lake, TX
COFTY	Corpus Christi, TX
DAFTY	Dallas, TX
FWFTY	Fort Worth, TX
GIFTY	Galveston, TX
LAFTY	Lubbock, TX
McAFTY	McAllen, TX
NETTY	Colleyville, TX
NOTTY	Flower Mound, TX
OKATY	Oklahoma City, OK
SAFTY	San Antonio, TX
SHFTY	Dallas, TX
SPRIFTY	Spring, TX
TEFTY	Houston, TX
TESTY	Houston, TX
TUFTY	Tulsa, OK
UNITY	College Station, TX
WFTY	Waco, TX
WOODSY	The Woodlands, TX



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**THE NFTY LANGUAGE:** You WILL want to be able to understand that crazy language that all NFTYites use. So here's a dictionary for translating NFTY speech.

**Advisor:** Adults who advise and mentor our youth in programming, logistics, administrative work and leadership skills.

**Aruchat Boker:** Breakfast

**Aruchat Erev:** Dinner

**Aruchat Tzohorayim:** Lunch

**Birkat Hamazon:** This is the prayer we say after every meal.

**Chugim:** Activities (they can range from arts/crafts to sports to study session).

**Executive Board:** This is the group of people who devote enormous amounts of time and energy to make your TYG succeed.

**Friendship Circle:** This occurs at the end of a NFTY event. NFTYites are give time to reflect on their time shared together and thank everyone for their work on the event that has ended.

**Motzi:** This is the prayer we say before meals. It is the blessing over the bread.

**Installations:** A very special ceremony when the old executive board says good-bye and the new executive board is put in charge ("installed") of their new positions.

**Kutz Camp:** The URJ Kutz Camp is the North American NFTY Leadership Academy, located in Warwick, NY. NFTYites go to Kutz each summer to learn about leadership and Judaism.

**Maariv:** An evening service



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**Mechina:** Mechina means preparation in Hebrew. NFTY's use for Mechina is for a leadership training week for newly-elected NFTY regional officers. This event takes place at Kutz Camp each summer.

**Meeting:** This is when the TYG members get together, touch base, do things of interest or whatever needs to be done for the TYG.

**Menucha:** Rest time

**Mincha:** An afternoon service

**Netzer Olami:** Netzer stands for Noar Tzioni Reformi (meaning "Reform Zionist Youth") and is the International Reform Zionist Youth Movement. NFTY is a member of Netzer Olami.

**NFTY:** The North American Federation of Temple Youth. Anyone who pays membership to a Temple Youth Group is part of NFTY.

**NFTY Kallah/Event/Conclave:** Fun weekends during which NFTYites from all different TYGs in a particular region come together to meet other NFTYites, pray, and learn together.

**NFTYite:** The name for a participant in NFTY

**Nikayon:** Clean up time

**Ruach:** That means "spirit" and boy does NFTYites have a lot of it! Just take a look at our song sessions, our programs, and our services.

**Shachrit:** A morning service

**Sheket B'Vakasha:** This is Hebrew for 'be quiet!'

**Shul-In:** A program that includes a sleepover at the temple (or a TYG member's home). Pizza is usually served at some point during the night!

**Snif:** Snif is a branch of Netzer Olami (the International Reform Zionist Youth Movement) and NFTY is a sniff in Netzer Olami.



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**Social Action Project:** This is when a TYG gets together to do community service such as Habitat for Humanity, build baskets for hospital patients, make sandwiches for a homeless shelter

**Song Session:** A time for singing with your fellow NFTYites. This is usually planned after lunch or dinner during a TYG or NFTY event. NFTYites sing and dance during the session!

**T'fillah:** A prayer service

**Tikkun Olam:** Hebrew phrase meaning to repair the world

**TOA:** TOA stands for our Tikkun Olam Award. This is an award to help encourage TYGs to program on NFTY's study theme each year. Please see the NFTY website for more info

**Todah Rabah:** Thank you

**TYG:** Temple Youth Group. This is the group you join to become a member of a region which in turn gives you membership to a NFTY region.

**URJ:** Union for Reform Judaism. The URJ is the parent body of NFTY. The URJ provides financial, adult, clergy and educational support to NFTY.



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## ADMINISTRATIVE REPOSIBILITIES

### Applications

Applications for events will be available approximately 7-8 weeks before the event takes place. Event applications will be emailed to all advisors and will also be available on the website. Upon receipt of applications, advisors should distribute applications to all youth group members.

Once a youth group member turns their application in, it must be signed by either an advisor or clergy member of the congregation. This is to guarantee that the member is in good standing in the youth group and is eligible to attend the event. Following receipt of the application, the advisor should make a copy of the application to have for their records. Additionally, all health forms should be given to the adult accompanying NFTYites to the event in case of an emergency during travel. Finally, all applications with payment should be sent to the regional advisor.

Applications will usually have two deadlines. The first deadline is for applications sent in on time. Applications must be **RECEIVED** by the due date for the applications to be considered "on time." The second deadline is for late applications. Applications **RECEIVED** after the second (late) deadline will not be eligible to attend the event. In some cases a specific date will be given after which NO APPLICATIONS WILL BE ACCEPTED.

In addition to sending in applications, you will be responsible for coordinating transportation for NFTYites traveling to and from regional events. Once you have identified the person(s) traveling with your NFTYites, inform the regional advisor of their names and contact information (especially cell phone numbers). Also, make sure that the individual has copies of health forms for all NFTYites and contact information for the regional advisor.

If a youth group member is unable to come to the entire event, they must receive **PRIOR** special permission from the NFTY regional advisor. In some cases, participants **may** be granted special consideration for a later arrival **ONLY IF** they are able to be present for the **first** program on Saturday morning. This request may or may not be granted. The expectation is that students attend the entire event.



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## Dues

Dues will be determined by the regional board in consultation with the regional advisor at the beginning of the year. The regional treasurer will send out a letter to all youth groups detailing the following information:

- 1) Dues amounts
- 2) Membership benefits
- 3) Spreadsheet to be filled out for roster information and sent to regional advisor no later than **November 20** of each year

Once a youth group has filled out the spreadsheet, the spreadsheet should be sent to the regional advisor. A check for the appropriate amount (based on membership) should be sent to the regional advisor. As new members join local youth groups, information plus dues payments should be sent to the regional advisor. Any member not having paid their dues by **November 20<sup>th</sup>** will be ineligible to attend regional events until such time when their membership is current and they are in good standing.

## FINANCIAL RESPONSIBILITIES

### Fiscal Budget

At the beginning of the year, the local advisor should schedule a meeting with the local executive board to plan out the agenda for the year (programming priorities, things they want to accomplish, etc.). Based on this agenda, the advisor and local executive board should establish a budget for the year with expenses and income. This budget will help determine local dues and whether the youth group will need to have any fundraisers to supplement their income. A mock local youth group budget can be found in the addendums section.

### Sources of Income

There are several sources of income a youth group can seek annually. First, in addition to regional dues, a youth group can choose to have each member pay local dues. Second, most youth groups can receive funding from the Temple, the Sisterhood, or the Brotherhood (or all of the above). Finally, youth groups can raise funds through annual fundraisers. If you need additional fundraising ideas, please contact the regional advisor.



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**REGIONAL WEBSITE: [WWW.NFTY.ORG/TOR](http://www.nfty.org/tor)**

In a press release dated **August 10, 2005**, NFTY announced the launching of a new Website for Jewish teens that will provide ultimate flexibility while maintaining the integrity of design and content. The redesigned website at <http://www.nfty.org>, features a dynamic new look with improved navigation, increased interactivity and expanded content. One of the greatest challenges in building the new site was designing a system that would allow teens the ability to create their own regional content, which would be managed by members of our URJ staff ensuring that standards of decency and appropriateness are maintained. In addition, the designers needed to create a password-protected site that would control access to sensitive information.

“Our 19 regional web sites are now sites within a site,” said Scott Hertz, the webmaster of the Union’s Youth Division and the principle designer of the new site. “Events, calendars, resources and other information are now shared across regions, while each region can personalize its site to feature news of particular interest to that region.”

The site features a newly expanded Resource section which feature extensive resources for NFTY Regions and local Temple Youth Groups (TYGs), including TYG Programming, NFTY Study Theme and Action Theme Programming, Social Action and Israel. There is also a section dedicated to NFTY’s new affiliation as a *snif* (chapter) of Netzer Olami, the worldwide progressive Jewish Youth Movement.

“NFTY has always been recognized for the great resources and programmatic materials which we offer the youth programs in our Reform congregations,” said Hope Chernak, managing director of NFTY. Since 2001, the NFTY website has expanded the reach of these resources, making them available online anytime.

NFTY originally launched its website in October 2000 to offer information about the NFTY Convention and NFTY Israel Programs. Over the last five years, the site has grown into a digital resource and communications center, connecting more than 10,000 Reform Jewish teenagers in North America.

**[www.nfty.org/tor](http://www.nfty.org/tor)**



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**STUDENT ACCESS:** *The User ID to access this site is:*

*nftytor*

*The password to access the site is: torrific*

**ADVISOR ACCESS:** *In order to obtain the User ID and password for youth workers, contact the regional NFTY advisor*



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## **WORKING WITH THE YOUTH GROUP**

### **Goal Setting**

At the beginning of the year the local advisor should meet with the local executive board to set goals for the year. Two types of goals should be addressed at this meeting. First, the board should discuss what their goals are as a collective whole. What do they actually want to accomplish this year? (This could be to increase membership or to have 12 programs for example). Next, each person should develop their personal goals for the year. All of these goals should be put in writing so that they can be reviewed periodically throughout the year. Additionally, at this point the group as a whole should talk about expectations for the year. The advisor should explain their expectations of the group and vice versa.

### **Scheduling**

At the beginning of the year, the local executive board should meet with the local advisor to schedule your calendar for the year. The following things should be considered when scheduling for the year:

- NFTY Regional Events
- School Vacations
- Jewish Holidays (you may want to schedule a program then or watch out for them)
- Standardized test dates
- Federal Holidays
- Events on Saturdays (discuss these with your Clergy)
- Diversification of events (you shouldn't have two of the same types of events back to back – social action, fun, religious, content)
- Schedule your events, when possible, on a regular basis (every other Sunday at 12:30 PM for example)

Once you have planned out your yearly schedule, the youth group should send out a calendar to all members including dates, times, and topics of all events.

### **Programming**

Youth group members should be charged with writing all programming for local events. The advisors role in programming is two-fold. First, the advisor should look over all programming before it is presented to the youth group to make sure that the content is suitable and to give suggestions on ways to improve the



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programming so that it mirrors the goals set. Second, the advisor should always be present during the execution of local programming. Every program write-up should have the following components:

-**Goals** – What do you want participants to get from this program?

-**Objectives** – How will you accomplish your goals? These are measurable indicators.

-**Materials** – What items will you need for your program?

-**Time Table** – What are the major components of your program and how much time must be allocated to each part?

-**Procedure** – What specific things must be done to accomplish the program?

(This is where discussion questions and scenarios would be included as well)

To assist you in looking at the format of programs, a sample program write-up has been included in the addendums section of the manual at p. If your youth group is having problems writing a program on a specific topic, they should contact the regional Programming Vice-President or check the NFTY TOR Website.

### Worship

At various points throughout the year, the youth group may decide to lead services for the congregation or for themselves. To do this effectively, they will probably choose to write their own service. There are several ways in which a youth group can create a unique service for themselves or the congregation. The following are some suggestions:

-The youth group can pick a theme they would like to use for the service. Then they will each write readings that are associated with the theme.

-Same concept as above but the writings they write are also associated with the theme of the prayers. For example if the theme is on the environment and someone is doing the reading for the Avot V'imahot (prayer for ancestors) then they could write a reading about how their parents do certain actions which are good for the environment.

-They could do an all music service.



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-They could do a traditional service but for the D'var Torah they could do a play about the portion for the week.

If you have a clergy member in your congregation, you should always have the youth group meet with him/her about their ideas for a service to make sure that the integrity of the worship service is intact and that it is suitable for the congregational setting. Additionally, the clergy person may have ideas on how to improve the service. Finally, if you need a creative service, but are stuck on ideas, contact the regional Religious and Cultural Vice-President. To assist you in writing services, outlines for an Evening, Morning, and Havdalah Services have been included in the addendums section of the manual.



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## **RECRUITMENT FOR NFTY PROGRAMS**

Throughout the year, the regional advisor will need your help in recruiting for various programs administered regionally and through the North American office. Below is information on each of the programs so that you can mention them to your youth group members throughout the year. Additionally, the regional advisor will provide you with materials throughout the year to distribute to your youth groups.

### **Regional Events** ([www.nfty.org/tor](http://www.nfty.org/tor))

Every year NFTY TOR hosts four regional events. In order to guarantee that the most kids have the ability to experience these events your help is necessary to recruit youth group members to attend.

### **NFTY in Israel** (<http://www.nfty.org/travel/>)

For over 4 decades, thousands of families have chosen NFTY for more than a promise of a thrilling summer. NFTY programs have transformed more than 27,000 young people by turning a spark of interest into a summer of exciting challenges, wonderful new friends, and a lifelong involvement with Judaism. More than 350 synagogues, 19 youth regions, numerous Jewish camps, Jewish Federations and communities annually turn to NFTY to provide the ultimate teen travel experience.

The program includes four weeks in Israel and one week in Europe. During these five weeks, participants will get the chance to see most of Israel, a stay on a Kibbutz, swimming in the Dead Sea, climbing Masada, and many other activities.

### **Safety Issues**

- NFTY staff and senior group leaders are available 24 hours a day
- Itineraries are reviewed daily to ensure safety
- Air-conditioned buses and accommodations chosen with great consideration
- Extra adult supervision at every overnight accommodation
- English-speaking doctors and nurses
- The NFTY Code of Conduct signed by all teens and parents before departure.



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**Eligibility:**

Participants must be at least 15 years old

**Duration:**

The NFTY L'Dor V'Dor program is approximately 5 weeks long and most programs depart during the first week of July and return in the first week of August.

**Camps**

URJ's NFTY Leadership Academy at Kutz Camp (<http://www.kutzcamp.org/> )

**Time Frame:**

Kutz consists of two, three week sessions, called First and Second Academies. Kutz is for high school students, but is run very much like a college campus.

**Description:**

This is a fabulous leadership camp for high school students. During each academy, participants pick a certain leadership track which they explore in detail, as well as electives. Majors are held two hours a day for the entire 3½-week session, totaling in about 30 hours of class time.

**Examples of Majors:**

Academy of Youth Leadership  
Academy of Living Judaism  
Arts Academy

*Electives have included:*

- Alpine Climbing Tower    · Ceramics                      · T'filah
- Tennis                                      · So I'm an American Jewish Teenager...Now What? ·
- · · Web design                                      · God and Spirituality
- When Bad Things Happen to Good People
- The Bible Stories They Never Taught You in Religious School

**The Greene Family Camp** ([www.greene.org](http://www.greene.org))



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The Greene Family Camp is the regional camp for NFTY TOR Region. Programs specific for NFTYites are: Kibbutz (for entering 10<sup>th</sup> graders), the NFTY in Israel trip (for entering 11<sup>th</sup> graders), and Avodah (a counselor in training program for entering 12<sup>th</sup> graders).

**Carmel** (<http://www.keshernet.com/carmel/>)

Carmel is a yearlong Reform Jewish learning and living experience in Israel, combining academic and informal learning opportunities. Designed for students graduating from high school, *Carmel* will suit the needs of those who have been on Union for Reform Judaism programs in Israel and those who have not. Participants will be exposed to:

- Learning in a progressive *Beit Midrash* (traditional study method)
- Academic studies in Jewish and general studies at the University of Haifa
- In-depth connection to Israeli Reform Jews
- Intensive Hebrew instruction
- Field Studies and short *Tiyulim* (trips) across Israel
- Building Reform Jewish life and community

**Eisendrath International Exchange Program (EIE)** (<http://www.nfty.org/eie/>)

Since 1961, over a thousand exceptional high school sophomores, juniors and seniors have spent an unforgettable semester immersed in the culture and history of Israel. This experience has had a profound effect on the lives of participants, many of whom are leaders of North American Jewish communities. The NFTY-EIE High School in Israel has, as the decades passed, evolved into an exceptional living and learning experience, responding to the needs and expectations of participants, parents and home high schools.

No other program in Israel offers so much to the dedicated student:

- Celebration of Reform Judaism and progressive Jewish life in Israel.
- Kibbutz living at Kibbutz Tzuba and integration with kibbutz families.
- Program filled with Reform values and ideas.
- "Israel: Land, People and Cultures": an intensive and challenging Jewish studies course which includes field trips throughout Israel.
- Fully Accredited General Studies Courses.



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- Hebrew Language Instruction (Ulpan).
- “Gadna” Army Experience, Negev Desert and “Sea to Sea” hiking expeditions.
- Week long Prague-Poland Pilgrimage.

## Quality Academics and High School Credits

The key to the success of the NFTY-EIE High School in Israel is the special relationship that exists between NFTY and the Department of Education of the Jewish Agency for Israel. The NFTY-EIE High School in Israel is accredited by the Middle States Association of Colleges & Schools and is recognized by the Ministry of Education in Israel. The NFTY-EIE High School in Israel is under the careful supervision of NFTY’s full time staff in Israel.

For any overseas high school semester to succeed, the confidence and cooperation of participants, parents and home high schools are required.

Through accredited courses and small classes students can be assured that they will reintegrate easily into their home high schools at semester’s end. Students are awarded academic credit for:

1. Israel: Land, People and Cultures (Jewish Studies) and the Hebrew Language Instruction.
2. Personalized instruction in small general studies classes to ensure that students keep current with work being done in their home high schools. Students register for 3-5 general studies courses. NFTY submits a detailed curriculum for each general studies course to the high school for its approval. A broad range of courses (including Honors and AP) are offered to guarantee that qualified students can participate in the NFTY-EIE High School in Israel.
3. While in Israel, students may take the PSAT, SAT I, SAT II, ACT or AP exams. NFTY offers a special “mini” course to help prepare students for the SAT exam.

## Eligibility

The selection of students is made by the Admissions Committee which seeks the following qualities in selecting candidates: Bright, capable Jewish young people who have achieved a high level of academic success at school and who are highly motivated to learn.



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- Personal qualities of leadership that have earned them the respect of both peers and adults.
- Self-confidence, self-reliance, emotional maturity and an ability to establish warm, friendly relationships with diverse kinds of people in new surroundings.
- Active involvement in Reform congregations, religious schools, youth groups and Jewish camps.
- Good physical and emotional health.
- A desire to be a part of Israeli society, to travel the country, to speak Hebrew and to be a part of the Jewish people in our ancient homeland.

### **The Goals of the NFTY-EIE High School in Israel**

The purpose of the NFTY-EIE High School in Israel is to provide an opportunity for outstanding high school students to spend a semester in Israel under the sponsorship of the Reform Movement. This experience is intended to develop young leadership and to increase Jewish knowledge and commitment to Jewish life and learning. The goals of the NFTY-EIE High School in Israel for our students are:

- To teach and to strengthen their feelings towards Judaism, Jewish History and the Jewish people.
- To build their Jewish self-esteem and to enhance their personal identities as Reform Jews.
- To give them a better understanding of and appreciation for Israel, Zionism, and Progressive Judaism in Israel.
- To assist them in developing Hebrew language skills.
- To sharpen their awareness of international issues
- To widen their horizons through living and learning in a different culture.
- To foster independence and maturity while living away from their home environment.
- To immerse them in Israeli society by living as part of a Jerusalem family.
- To enable them to develop leadership skills that will serve them as they become role models for their temples, youth groups, UAHC camps and the Jewish community in general.



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## **Program Calendar**

September ~ January or January ~ June

**Hebrew Ulpan** (Language instruction) at beginner, intermediate and advanced levels.

Celebration of **Shabbat and Jewish holidays** with Reform teens from across North American, HUC rabbinical students and NFTY staff and their families.

**Kibbutz experience** – Students are based at Kibbutz Tzuba located outside of Jerusalem. Students become an integral part of kibbutz life and have ongoing contact with Tzuba families. Students learn about kibbutz egalitarian values and culture while volunteering on the Reform Kibbutzim Yahel and Lotan in the Negev. In conjunction with these visits students participate in a four day desert camping adventure which includes hiking, camel riding, snorkeling in the Red Sea and Bedouin hospitality.

**Prague-Poland Pilgrimage** - EIE students join together in a weeklong pilgrimage to Prague in the Czech Republic and to Krakow and Warsaw in Poland. The pilgrimage includes a moving visit to the Auschwitz-Birkenau concentration camps. Students will explore the European Jewish experience from the Medieval period to the Holocaust.

**Gadna** – This challenging week offers a taste of one of the most significant institutions of Israeli life: the IDF (Israel Defense Force). Gadna, designed as an army orientation program for Israel teens, allows EIE students to join in a mini “basic training” program to gain an inside view of the army and modern Israel.

### **NFTY Convention**

Every odd numbered year, NFTY hosts a convention for participants across North America. The convention normally draws between 1,000 and 1,500 NFTYites from across North America. In addition to great programming, wonderful services, and fun trips, the North American Board is elected at this event. The date for NFTY Convention historically is over the long President’s Day weekend in February beginning on Friday and ending on a Tuesday morning.



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## WORKING WITH YOUNG PEOPLE

### Involvement Level in the Youth Group Setting

While involvement levels of advisors will vary in different settings, the following are minimum requirements of all advisors when working with a youth group:

#### - Paperwork

Sending out applications for all regional events and information on North American and regional programs. This also includes sending in applications (see pages on administrative responsibilities for applications).

#### - Advising

While the youth group should be given enough freedom to make their own decisions with respect to running the organization, the advisor should be present to give suggestions for improvements. Additionally, if the youth group wants to do something which would be detrimental to it or the congregation, the advisor has the ultimate authority to not allow an idea to come to fruition or to help adapt it so that it can still occur.

#### - Events

Whenever the youth group has an event, there must always be an advisor (or parents) present while the event is occurring. Even if the youth group requests the advisor to not be present because of the content of the discussion, an adult must still be present (you could find a replacement which they would feel more comfortable with instead).

#### - Programming

The advisor should always look over all programming before it is executed to make sure that the material is appropriate and to make suggestions to improve the program.



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**YOUTH WORKERS: WORKING WITH YOUNG PEOPLE**  
**Expectations at Regional NFTY Events**

The presence of adult leaders is essential to the success of our programs. Our partnership with our congregational professionals helps create these holy spaces for our teens. With this in mind, detailed expectations are enumerated below to help with this partnership and responsibility.

**Adult to student ratio:** The youth group must be accompanied by at least one adult for every ten members attending each NFTY regional event. If there are less than ten participants from an individual youth group, at least one adult must still accompany them. TYG advisor must coordinate with the regional advisor before leaving any part of an event. In order to maintain our participant to staff ratio, the regional advisor must know who is at the event at all times, where specific advisors are in case of an emergency, and that our ratio is always in place.

**Chaperoning** – Throughout the weekend you may be asked to supervise a group of kids during a program/free time. Additionally, during down time (free time/non-programming time) you may be asked to patrol certain areas of the location for health and safety reasons. As the adult coverage for the event, the expectation is that you will always be present for the students, as well as to help with and support other logistical needs as they arise, this might include helping to set up a program, location set-up, covering another youth group in the event that their youth worker is called away to deal with specific issues of their “kids”, etc.

**Group leading** – Throughout the weekend, you may be asked to assist in programming by serving as a group leader. In such situations you will always be given a program write-up to guide you and the program leader will explain the program to you. If you are not asked to group lead, the expectation is that you are to join a group as a participant. If you perceive that a discussion is not going smoothly, feel free to engage the group to get the discussion moving again, but do not take over as the group leader.

**Being “Present”** – There are many times when specific responsibilities are not outlined or detailed, this in no way indicates that this is “off” time for the adult/advisor. The health, safety and welfare of the students are an utmost priority. Every adult who accompanies their youth group is expected to be on the premises (where the event is taking place) and with the group at all times. Schedules of the event are handed out as groups check in at the event. It is the adult/advisor’s responsibility to know what is going on and where so not only can they make sure they are present, but can also serve to help those NFTYites who seem to be wandering.



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**Role Modeling**—Because youth workers are to serve as role models for the youth in our congregations and NFTY regions, it is imperative that their demeanor, language, appearance and overall attitude are those we want our students to exemplify.

**Medical Emergencies:** In addressing issues of emergency management, adults/advisors may be called upon to either drive or accompany a participant, who might be sick or injured, to a nearby medical facility.

**Bringing Personal Children:** Because we realize some adults/advisors must bring their younger children in order to participate, questions of who supervises those children and the cost charged to the parent, is under review so that the adult can always “present”.



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## **CONGREGATIONAL INTERACTION/SUPPORT**

### **Role of Youth Group in Congregational Setting**

The senior youth group of a congregation they is an integral part of the fabric of congregational life. They have much to offer to its members by sharing their individual and communal talents, gifts, knowledge, manpower and enthusiasm. They also have much to gain from congregational members. Finding the right balance sometimes takes delicate hands. When such a balance is created there is cause for much celebration. Whether it is playing softball against the Brotherhood, or helping at a Chanukah Bazaar, building partnerships is essential to all parties.

### **Working with your Temple Board**

It is important to make sure that the Temple Board is supportive of the youth group. Not only can they be a source of funding, but through their support they can help youth group programming come to fruition. To guarantee that the youth group's voice is heard several things can be done. First, you should encourage your Temple Board to reserve a spot on the board for your youth group President. Not only can the President represent the youth group at board meetings, but they can help push for projects that the youth group is engaging in. Second, if your congregation has a youth committee, the advisor or member of the youth group should serve as a member of the committee. This individual can help coordinate events between the committee and the youth group and engage the youth group in congregational activities and vice versa.

### **Working with your Clergy**

It is critically important to engage your clergy members in the youth group setting. Clergy can assist the youth group in planning services or by supplying educational materials for programming purposes. Additionally, they can help the youth group work with community organizations for social action purposes or with other congregations for interfaith programming and other cooperative efforts.

### **Working with Parents**

Parental support is integral to the success of your youth group. Although advisors must be at all events held by the youth group, at times the advisor will



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be unable to attend an event. As a result, you will need to rely on parents to supervise the youth group when you're unable to be there. Additionally, you may need help with regards to transportation to regional events.



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# *NFTY's SWC Regional Hosting Guidelines and Adult Brit Kehillah\**

## **Basic Premise of Standards for Hosting Adults**

The key to any and all standards of adult behavior is that it is clear through our actions that we are doing everything we possibly can to provide for the health and safety of our students, and to anticipate problems.

A hosting adult is a role model for all the teenagers with whom they come in contact. The hosting adult is an adult whom the youth look up to and respect. It is important that the hosting adult use his/her position to be a positive role model.

Naturally, the hosting adult can be a negative influence, too, and therefore must be careful about such things as rude language, gossiping, or irresponsible work habits. Adult hosts must remember that youth are impressionable teenagers; they are not peers. Consistency is crucial when considering the adult hosts role. Young people need to know that the rules, guidelines, and boundaries set forth are reinforced day-to-day, year-to-year. These rules and guidelines are enumerated in the Brit Kehillah that all attending NFTYites must sign in order to attend any NFTY sponsored event.

The concept of the hosting adult and youth worker as a role model goes beyond youth events. Teenagers are at a stage of life when they are experimenting with their personalities and their lifestyles. They are trying to decide what constitutes ethical and moral behavior within society's guidelines. They are examining their Jewish identities and deciding how Jewish they want their lives to be. Every adult with whom they come into contact, especially those to whom they are close, represent an example of a different way that they could choose to live their lives. A hosting adult should always be conscious of this, constantly trying to be a positive role model.

## **Setting Positive Example**

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\* Taken from the NFTY Policies and Standards Manual for Staff



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Participants will constantly look to adult hosts for leadership and guidance, and will mirror their behavior. Remember that a hosting adult is an adult setting a responsible, mature example for impressionable teenagers.

- (a) **Actions** – Be safe and consistent. Basic common sense and safety are essential. Adult hosts may not use foul or abusive language. They may not display lewd or suggestive behavior. They should exhibit good manners.
- (b) **Attitude** – Be positive and enthusiastic. Have a smile on your face. A good disposition goes a long way. Be supportive of leaders (both youth and adult) and fellow hosting adults.
- (c) **Morality** – Use good judgment. Sexual innuendo and double entendre can often confuse and hurt a teenager. Do not discuss personal views or your involvement with drugs, alcohol, or sex, with participants. Teenagers are impressionable. They think they are adults, but they are not.
- (d) **Kehillah b'Bayit** – Holiness of the Home - The home should be a place where NFTYites feel safe and comfortable and where guests would not be exposed to unusual temptations. The hosts' home should be a place where good choices are modeled and reinforced, i.e. not having liquor exposed or easily accessible.

### **Keep Your Cool**

Hosting adults must keep their tempers under control in all circumstances. Adult hosts should be non-confrontational in all instances including discipline of participants or dealings with locals or undesirable persons around the group. Walk away from potentially explosive situations. Please speak to the local advisor, NFTY Regional Advisor or URJ staff if there is any situation about which you may have a question, while always treating the above-mentioned individuals with courtesy and respect.

### **Appropriate and Inappropriate Confidences with Participants**

Building relationships with program participants is one of the most rewarding aspects of working with youth. Youth look for an adult who is a good person to talk to. But, we cannot permit participants to do anything which would allow them to hurt themselves or for others to be hurt by them.



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Adult hosts must remember that there are appropriate and inappropriate confidences with youth. Any time a program participant violates a Code of Conduct, talks about physical or mental abuse, speaks about suicide or hurting others, he (or she) must be immediately reported to NFTY Regional Advisor, the Regional Director of Youth and Informal Education, the youth's advisor, and rabbi.

### **Inappropriate Behavior/Physical Contact with Participants**

Sexual advances, and/or flirtatious behavior towards any participant are unacceptable and are grounds for immediate dismissal from the program. Physical contact with participants can often be misconstrued and could result in child abuse/molestation accusations and lawsuits.

Any physical contact with program participants should be avoided. The only time physical contact is appropriate is if a participant is about to do something which will cause immediate physical harm to him or herself or others.

Adult hosts should not play any type of "touch" games or allow participants to sit on their laps. An innocent hug could easily be misinterpreted by a youth.



### *Adult Brit Kehillah—Code of Conduct*

**I will promote the creation of a religious youth community based on mutual respect and a sense of personal well-being. I will treat the NFTY (North American Federation of Temple Youth) guest(s) in my home or in my charge with *Kavod* (honor and respect) because we are created *B'tzelem Elohim* (in the image of God).**

I have read the following rules, designed to promote the health and safety of all event participants, and have indicated my complete acceptance by my signature as a host or participating adult in a NFTY event.

#### **I understand that:**

1. I will not distribute or make available alcoholic beverages, other than that served by adult leadership for Jewish sacramental purposes, even though I am of legal drinking age.
2. I will not possess, use, distribute, or make available any illegal drug or drug paraphernalia.



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3. I will not distribute or make available any tobacco products at any time during the event.
4. I will make sure that the youth in my charge will be where they need to be and at the time they need to be there, unless otherwise agreed upon with the NFTY Regional Advisor.
5. I will not have any weapons, firearms, or anything that may be construed as a weapon on my body, out in the open, or accessible to others.
6. I will not commit any illegal act.
7. I understand that no gambling is allowed, except for fundraisers approved by the adult leadership.
8. I will abide by the event curfew announced by the leadership. After each event session, I will insure that the youth over which I am responsible are taken directly to my home and remain there until the next session.
9. I will make sure no guests are allowed into our home, unless the adult leadership grants permission in advance, and that any unauthorized guests will be asked to leave immediately.
10. I will not allow any NFTYite to drive to, during, or from events, unless advance permission for a special situation has been requested in writing and signed by the NFTY Regional Advisor.
11. I will not participate in any activities that could be deemed as hazing, sexually harassing, demeaning, or hurtful.
12. I agree to refrain from inappropriate or questionable sexual behavior.
13. I agree to abide by any additional rules, pertinent to a specific event, which may be announced.
14. I understand that these rules of behavior apply from the time the students are in my charge until they are dropped off at the conclusion of the event for departure.

Adult Signature(s): \_\_\_\_\_

\_\_\_\_\_

Adult Printed Name(s): \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_



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## **REGIONAL SUPPORT**

### **Regional Advisor**

The regional advisor is around to support you in all areas dealing with the youth group. If you have questions about local or regional events, working with the youth group, need resources, or need help with other matters, the regional advisor should be able to provide you with all of these items.

### **Regional Director for Youth and Informal Education (Youth Initiative Professional)**

The URJ Youth Initiative is comprised of 5 Mandates for re-engaging post-B'nai Mitzvah youth in congregations and Jewish community:

- *Engaging Under-Engaged Teenagers*
- *Integrating Formal and Informal Education*
- *Re-focusing on Middle School Youth*
- *Supporting NFTY and Local TYGs*
- *Making Congregational Youth Workers a Priority*

Armed with the idea that adults within a congregation can serve as a possible mentors, friends and teachers to our youth, the Youth Initiative was born in 1998. As of September 1, 2004, Judi Ratner, became the first Regional Director of Informal Education and Youth in the Southwest Council, and is available as a consultant to any URJ congregation in the Southwest Council, offering service and assistance including programmatic assessment, lay leadership development, staff training, resource provision and more.

The Regional Director of Youth and Informal Education (RDYIE) works with congregational boards of trustees, youth committees and professional staff to assess, develop, and assist with the implementation and integration of programming for youth of all ages with particular emphasis placed on integrating post B'nai Mitzvah students into congregational life. Only when we can help our congregation answer the question, "Why is having a vibrant youth culture in our congregation in our best interest?" will we be able to help create the blueprint, which will bring a congregation closer to achieving this goal.



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The RDYIE is available to provide training, resources and professional development for youth workers, both formal and informal educators and congregational leaders so that they may enhance the caliber and quality of youth programming in their congregations and increase the number of youth involved in youth programming. In addition to the above-mentioned items, the RDYIE oversees the North American Federation of Temple Youth (NFTY) Southwest Region and is a part of the URJ Youth Division team.

### **Resources**

The regional and national offices have resources for almost all of your needs with regards to running a youth group, programming, or planning services, to resources geared just for the youth worker. If you ever need additional information or materials, please contact the regional advisor or your regional director of youth and informal education. Additionally, resources are available online through the following web links:

[www.nfty.org](http://www.nfty.org)

**NFTY North American Web Site**

[www.nfty.org/tor](http://www.nfty.org/tor)

**NFTY Texas/Oklahoma Regional Site**

[www.urj.org](http://www.urj.org)

**North American URJ Web Site**

[www.RJYouthworker.org](http://www.RJYouthworker.org)

**Reform Jewish Youth Worker Site**

[www.urj.org/swc](http://www.urj.org/swc)

**URJ Southwest Council Web Site**



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## ADDENDUMS

### B'rit Kehillah (Code of Conduct)

The B'rit Kehillah is a document that must be signed by all NFTYites before attending any NFTY event. It is a covenant between each NFTYite and the region promising that they will not do certain things while at an event. Below is a copy of the B'rit Kehillah.



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NORTH AMERICAN FEDERATION OF TEMPLE YOUTH

# NFTY's *B'RIT KEHILLAH*—Code of Conduct

## ברית קהילה

**I will promote the creation of a religious youth community based on mutual respect and a sense of personal well-being. I will treat others with *Kavod* (honor and respect) because we are created *B'tzelem Elohim* (in the image of God). I have read the following rules, designed to promote the health and safety of all event participants, and have indicated my complete acceptance by my signature and that of my parent/guardian.**

I will not possess, consume, or distribute alcoholic beverages, other than that served by adult leadership for Jewish sacramental purposes, even if I am of legal drinking age.

I will not possess, use, or distribute any illegal drug or drug paraphernalia.

I will not smoke or consume or distribute tobacco products at any time during the event.

I will attend and participate fully in the entire event, unless otherwise agreed upon with the NFTY Regional Advisor. I will arrive on time, stay until the end, and remain on the event premises at all times.

I will not bring or use any weapons, firearms, or anything that may be construed as a weapon.

I will not commit any illegal act. I understand that vandalism, disturbing the peace, or other inappropriate behavior as determined by the adult leadership in accordance with the youth leadership will not be tolerated. I understand that I will have to pay for any damage that I cause. I understand that no gambling is allowed, except for fundraisers approved by the adult leadership.

I will abide by the event curfew announced by the leadership. After each event session, I will go directly to my cabin, hotel room, or host home and remain there until the next session.

I understand that no guests are allowed at any event, unless the adult leadership grants permission in advance, and that any unauthorized guests will be asked to leave immediately.

I will not drive to, during, or from events, unless advance permission for a special situation is requested in writing by my parent/guardian and granted in writing by the NFTY Regional Advisor.

I will not participate in any activities that could be deemed as hazing, sexually harassing, demeaning, or hurtful.

I agree to refrain from inappropriate sexual behavior.

I agree to abide by any additional rules, pertinent to a specific event, which may be announced, and to accept the consequences of their violation.

**I understand that these rules of behavior apply from the time I leave home for the event, during the event itself, and until I return home after the event.**

NFTYite Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**We understand that part of the NFTY experience involves activities, group living arrangements and interactions that may be new to my child. These things come with certain risks and uncertainties beyond what my child may be used to dealing with at home. I am aware of these risks, and I am assuming them on behalf of my child. I realize that no environment is risk free and so I have instructed my child on the importance of abiding by NFTY's *B'Rit Kehillah*—Code of Conduct. My child and I both agree that he or she is familiar with these rules and will obey them. We further understand that sanctions imposed by the NFTY Regional Advisor for violation could include immediate expulsion from the event, at the expense of the parent or guardian.**

Parent/Guardian's Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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If a NFTYite violates the B'rit Kehillah during an event or does anything else requiring disciplinary action, the NFTYite(s) will meet with the Regional Advisor, If

### **B'rit Kehillah (Code of Conduct)**

If a NFTYite violates the Brit Kehillah during an event or does anything else requiring disciplinary action, the NFTYite(s) will meet with the Regional Advisor, the Regional Director, and any other necessary parties. Following the meeting, the NFTYites parents, advisors, and clergy members will be notified about the incident. Depending on the severity of the infraction, the NFTYite may be asked to leave the event as soon as possible following a conversation with their parents. After the event, the Regional Advisor in consultation with the Regional Director of Youth and Informal Education and the NFTY Director will determine the appropriate punishment. The NFTYite, their parents, and clergy member will be informed of the punishment in writing. In addition to missing further events, the NFTYite may be asked to participate in the NFTY TOR Mentoring Program to be readmitted into the region. The details of the mentoring program are as follows:

### **Mentoring Program Outline**

#### **Mission Statement**

The Union for Reform Judaism and NFTY's TOR Youth Programs are committed to bringing together our congregational youth for meaningful Jewish communal experiences within the institutions of Reform Judaism. This same principle is also the core foundation of our vision for discipline when infractions of the Brit Kehillah (Code of Conduct) occur during our programs. The regional youth professionals believe our responsibility is to achieve the balance of the dual Jewish values of *mishpat*, justice and *rachamim*, mercy. In order to achieve our mission, a mentoring program between the youth participant and congregation will be implemented. The purpose of our mentoring program will be pursued in a framework which emphasizes making healthy, positive, and informed choices through Jewish education. This program may involve planning a program for their TYG, NFTY or camp. Also, opportunities for growth through educational experiences may include: community service, public awareness, and educational initiative projects.



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This program is meant to be an ongoing process for the participant to work towards *T'shuvah* (repentance).

## **Program Outline**

### **1. Mentoring**

Participant will meet with his/her local rabbi, cantor, educator, or his/her designee, who will serve as the mentor. These meetings are designed for the participant to find ways to engage in meaningful experiences to work towards *T'shuvah*. Our main goal is for the participant to have the opportunity for serious personal reflection and introspection of their actions as well as its consequences on their congregation, the NFTY Region as a whole and the Reform Movement.

*Specific Guidelines:* It will be up to the Mentor to decide how many meetings need to occur in order to meet the objectives set forth (Please refer to the rest of the suggestions below).

### **2. Descriptive for the Mentoring Program**

While engaged in the mentoring program, it may be necessary for the NFTY participant to miss upcoming events on the Regional Calendar or be excluded from participation in a NFTY/URJ summer program\*. Participation in these events during the mentoring program will be at the discretion of the NFTY TOR Regional Advisor, the Regional Director of Youth and Informal Education and possibly the URJ Southwest Regional Director. Input from the Mentor working with the participant will also be considered.

### **3. Experiential Learning**

Because teaching is often the best way of learning, mentors may consider a young person's coordination of social action and/or public awareness initiatives as an effective means of educating youth within their communities to make informed, positive, and healthy choices. The initiatives could be directed to reach a Temple, citywide, or other constituency. Resources or suggestions are available upon request in the URJ Southwest Council regional office.

## **Summary Report**

A report of the mentor experience will be required in order to complete this process. This report will be written by the mentee and will first be presented to



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the mentor for his/her signature on the cover page we have supplied. The mentee will then submit this report to the NFTY Regional Advisor, who will make the final decision to allow the mentee to return to URJ youth programming following conversation with the mentor. This report will cover lessons learned during the mentor experience. The format should be as follows:

- *Description of mentor experience.*
- *Share some of the introspection and personal reflection that was meaningful to the mentee during this process.*
- *Explain the situation that led the participant to be asked to enter this program and how he or she would handle it differently in the future, and why.*

The staff of NFTY's TOR Region recognizes that all congregations may not have the resources available to provide a mentoring program. In these cases NFTY TOR region has developed a list of URJ Youth Division Staff that will function as the local mentor in these cases. Please be in touch with us if you request these services.

Thank you for helping to make NFTY's TOR region a safe space for so many of our Jewish teens.

*\* Please see the enclosed list which informs the NFTYite of the event(s) they will miss.*

**Sample Youth Group Budget**

**INCOME**

	<b><u>BUDGETED</u></b>	<b><u>ACTUAL</u></b>
Balance from previous year	1500	1500
Temple Board Donation	500	
Sisterhood Donation	500	
Fundraiser "A"	1000	
Fundraiser "B"	600	
Fundraiser "C"	800	
Youth Group Dues (\$35 x 30)	1050	
<b><u>INCOME TOTAL</u></b>	5950	1500



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## EXPENSES

	<u>BUDGETED</u>	<u>ACTUAL</u>
Program "A"	45	
Program "B"	80	
Program "C"	100	
Program "D"	25	
Program "E"	75	
Program "F"	45	
Regional Dues (\$28 x 30)	840	
Youth Group T-Shirts (\$5 x 30)	150	
	<u>EXPENSES</u>	
	<u>TOTAL</u>	0
<u>OVERALL TOTALS</u>	4610	1500

### Sample Program Write-up

#### GOALS:

- 1) To inform participants about the different types of euthanasia and what Jewish scholars and law says about it.
- 2) For the participants to relate euthanasia to their own lives and how they would deal with it in the future.

#### OBJECTIVES:

- 1) Participants will watch a courtroom drama and then be able to discuss euthanasia and what Jewish law says about it.

#### MATERIALS:

Skit

Courtroom Scene (Chairs, Tables, Judge's Robe, Gavel, etc.)



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Materials about euthanasia

TIME TABLE:

0:00-0:20	Skit and Introduction
0:20-1:10	Group Discussion
1:10-1:30	Wrap-up and Verdict

PROCEDURE:

**0:00-0:20**

**Skit and Introduction**

The stage will open up with the bailiff stating, "Please rise, the honorable judge \_\_\_\_\_ now presiding." The skit will then continue according to the script. After the skit is over, the program leader will explain that the participants are the jury. They will be divided up into groups with each group representing one juror. They are to discuss the case and what they've heard and come up with a verdict.

**0:20-1:10**

**Group Discussion**

Each group will have materials on what Jewish law states about euthanasia. The first 10 minutes will be spent on what the participants felt about the skit and their responses to the remarks of some of the witnesses. The following questions can be used to start the conversation.

- 1) Did you feel that the Rabbi's comments applied in the courtroom?
- 2) Do you feel that the religious arguments should have been brought up in a courtroom?

The next 20 minutes of the discussion should deal with what Judaism says about euthanasia. The group leaders will hand out the packets and begin wherever they like. The next 20 minutes should focus on what the participants feel about euthanasia and how they would deal with a situation like the one in the courtroom scene. The last 10 minutes should be spent on what the group feels the verdict should be and how they reached their conclusion. They should also discuss whether Jewish law influenced their decision.

**1:10-1:30**

**Wrap-up and Verdict**



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The participants will come back to the group and each group (juror) will give their verdict. They will also explain how they got to their verdict and whether they were influenced by anything said in the discussion. The program leader will then conclude by saying that they hoped the participants learned a lot and if they are ever faced with the same situation, will know how to deal with it and what they're religion states on the matter.



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## Evening Service Outline

### 1. OPENING

Song and/or reading to get the congregation into the mood of the service and introduce the theme. If it is Shabbat: Opening psalms and singing, including L'cha Dodi.

### 2. SHEMA AND HER BLESSINGS

**BARCHU** – Call to worship

*Must be read or sung in Hebrew or English.*

**MA'ARIV ARAVIM** – Wonders of G-d's creations, praise of G-d as creator.

*May be replaced by a reading conveying this theme or can be read in Hebrew or English.*

**AHAVAT OLAM** – revelation – the eternal love between G-d and the Jewish

people. *May be replaced by a reading conveying this theme or can be read in Hebrew or English.*

**SHEMA** – the unity of G-d and the Jewish people; belief in one G-d.

*Must be sung or read in Hebrew or English.*

**V'AHAVTA** – the rationale for the Shema; the ways for us to love G-d, must

immediately follow the Shema. *May be read, chanted or sung in Hebrew or English.*

**G'ULAH: EMET V'EMUNAH/MI CHAMOCHA** – Redemption; rejoicing

that we are free today because G-d rescued our ancestors from slavery in Egypt. *The section before Mi Chamocha can be replaced by a reading*

*conveying the theme of redemption, and then Mi Chamocha may be read in Hebrew or English.*

**HASHKIVENU** – expression of our trust in G-d, asks for G-d's protection

when we go to bed that we may arise the following morning refreshed with new energy. *Ushmor or U'fros Aleinu can be sung as replacements for this prayer.*

**V'SHAMRU** – *Sung on Shabbat only*



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### 3. AMIDAH

**ADONAI S'FATAI TIFTACH** – intro to Amidah; it asks that our prayers may be sincere. *Usually sung in Hebrew or English, but it can be read.*

**AVOT V'IMAHOT** – G-d has been the shield of the Jewish people throughout the generations. *Read or chanted in Hebrew.*

**G'VUROT** – wonder of G-d's strength, greatness and power to give freedom and healing. *Either read or chanted in Hebrew.*

**K'DUSHAT HASHEM** – sanctity of G-d's name.  
*Read or chanted in Hebrew.*

During the week: Several Bakashot – requests – to G-d are made.

On Shabbat: There are no requests made, but Kedushat HaYom is included.

**MODIM** – giving thanks to G-d.

*May be read or sung in Hebrew or English; may also be replaced by a reading conveying the theme.*

**BIRKAT SHALOM: SHALOM RAV** – peace and our longing for it.  
*May be read or sung in Hebrew or replaced by a reading on peace.*

**SILENT PRAYER** – a moment allowing individuals to pray, think, etc.  
*A good time to include a thematic reading for participants to read to themselves and should be concluded with a song (usually Oseh Shalom of Yihyu L'ratzon)*

### 4. CLOSING

**ALEINU** – praising G-d for choosing the Jews to do our part in bringing about the messianic age as stated in the Torah by the prophets. *Read or chanted in Hebrew or English.*

**KADDISH** – expresses our praise to G-d, used to remember those who have passed away. *A reading can be placed before the Kaddish that deals with life cycles, loss, or continuity of the world.*

**CLOSING** – a song or reading pertaining to the selected theme.  
*Both can be used.*



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## Morning Service Outline

### 1. OPENING

Song and/or reading to get the congregation into the mood of the service and introduce the theme.

### 2. SHEMA AND HER BLESSINGS

**BARCHU** – Call to worship

*Must be read or sung in Hebrew or English.*

**YOTZER OR** – Wonders of G-d's creations, praise of G-d as creator.

*May be replaced by a reading conveying this theme or can be read in Hebrew or English.*

**AHAVAH RABBAH** – revelation – the eternal love between G-d and the Jewish people. *May be replaced by a reading conveying this theme or can be*

*read in Hebrew or English.*

**SHEMA** – the unity of G-d and the Jewish people; belief in one G-d.

*Must be sung or read in Hebrew or English.*

**V'AHAVTA** – the rationale for the Shema; the ways for us to love G-d, must

*immediately follow the Shema. May be read, chanted or sung in Hebrew or English.*

**G'ULAH: EMET V'YATZIV/MI CHAMOCHA** – Redemption; rejoicing that we are free today because G-d rescued our ancestors from slavery in Egypt. *The section before Mi Chamocha can be replaced by a reading*

*conveying the theme of redemption, and then Mi Chamocha may be read in Hebrew or English.*

### 3. AMIDAH

**ADONAI S'FATAI TIFTACH** – intro to Amidah; it asks that our prayers may be sincere. *Usually sung in Hebrew or English, but it can be read.*

**AVOT V'IMAHOT** – G-d has been the shield of the Jewish people throughout the generations. *Read or chanted in Hebrew.*

**G'VUROT** – wonder of G-d's strength, greatness and power to give freedom and healing. *Either read or chanted in Hebrew.*

**K'DUSHA** – sanctity of G-d's name, we imitate the angels in Heaven who



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declare G-d's holiness. *Read or chanted in Hebrew.*

During the week: Several Bakashot – requests – to G-d are made.

On Shabbat: There are no requests made, but Kedushat HaYom is included.

**MODIM** – giving thanks to G-d.

*May be read or sung in Hebrew or English; may also be replaced by a reading conveying the theme.*

**BIRKAT SHALOM** – peace and our longing for it. *May be read or sung in Hebrew or replaced by a reading on peace.*

**SILENT PRAYER** – a moment allowing individuals to pray, think, etc.

*A good time to include a thematic reading for participants to read to themselves and should be concluded with a song (usually Oseh Shalom of Yihyu L'ratzon)*

On Monday, Thursday, and Shabbat mornings, the Torah Service is included here.

#### 4. CLOSING

**ALEINU** – praising G-d for choosing the Jews to do our part in bringing about

*the messianic age as stated in the Torah by the prophets. Read or chanted in Hebrew or English.*

**KADDISH** – expresses our praise to G-d, used to remember those who have

*passed away. A reading can be placed before the Kaddish that deals with life cycles, loss, or continuity of the world.*

**CLOSING** – a song or reading pertaining to the selected theme.

*Both can be used.*



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## **Havdalah Service Outline**

### **1. Opening Song/Reading**

An opportunity to thank G-d for Shabbat and everything that given to us

### **2. Light Candle**

### **3. Blessing over the Wine**

Sanctifies the Havdalah ceremony symbolizing the goodness and sweetness of

Shabbat and our lives in the coming week.

### **4. Blessing over the Spices**

There are several explanations for the use of spices. On Shabbat, you are supposed to have an extra soul, and we say goodbye to this extra soul until next Shabbat. The spices help revive us so you can begin the week refreshed and enlivened. We can also carry the sweet smell of Shabbat with us during the week.

### **5. Blessing over the Candle**

The candle symbolizes the idea that all things are intertwined (G-d, the world and the Jewish people). Many people hold up their hands to the light during this blessing to see the separations between the light and the shadows reflected in their fingernails.

### **6. Extinguish the Candle in the Wine**

This symbolizes the separation (the main theme of Havdalah) of Shabbat from the rest of the week.

### **7. Sing Eliyahu HaNavi**

This reflects our hope for the Messianic era – a time when all days will be like

Shabbat.

### **8. Shavua Tov**

Have a good week!



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