



**REGIONAL BOARD
ELECTION PACKET**

Southwest

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Important Deadlines

<i>April 4, 2021</i>	Candidate Information Form, Contract and Counterpart Certification
<i>April 4, 2021</i>	Video Speeches
<i>April 4, 2021</i>	Position Papers
<i>April 25, 2021</i>	Virtual Elections

Further guidelines for candidates, including details about recording speeches, will be emailed to all candidates after their initial materials are submitted.

A confirmation email will be sent within 24-48 hours to confirm that all the following forms and files have been received and are legible.

Questions should be directed to jkleinstein@urj.org

Candidate Checklist

- [Candidate Information Form, Contract and Counterpart Certification](#) (online form)

Before you begin this form, please have the documents below ready to upload.

1. Platform Paper - Please see Page 7 for more information about Platform Paper.
2. Brief Bio – 75 words or less
3. Digital photo of yourself - 1" wide by 2" high 150 dpi

- [Parent/Guardian Certification](#) (online form - email this link to parent or guardian)
- [Synagogue Professional Certification](#) (online form - email this link to synagogue professional)

Please submit the Platform Paper, Brief Bio, and Digital Photo of yourself to Jordan Feinberg at sw-president@nfty.org and Jackie Kleinstein at jkleinstein@urj.org.

Contact Information for current Regional Board members

President	Jordan Feinberg	sw-president@nfty.org
Programming VP	Aaron Rosendorf	sw-pvp@nfty.org
Social Action VP	Eve Capin	sw-savp@nfty.org
Religious & Cultural VP	Noa Apple	sw-rcvp@nfty.org
Membership VP	Riley Miner	sw-mvp@nfty.org
Communications VP	Emma Blackstone	sw-cvp@nfty.org

Letter from your Area Manager

Dear Candidate,

Mazel Tov on your decision to run for a regional board position! You have already completed your first task as a candidate...deciding to run for office. It is exciting to know that the future of our region lies in the hands of such enthusiastic leaders. It is important that you understand the many duties and obligations required of the seven Regional Board positions. All require dedication, a significant amount of your time, and a financial commitment. Please read over this material with your parent/guardian and your TYG advisor and discuss with them what being on regional board will mean for you.

As a Regional Board member, you will be held to a higher standard than the other NFTYites. You will be expected to always follow and uphold the B'rit Kehillah during all NFTY programs, and failure to do so may result in removal from regional board along with additional consequences. You are expected to set a good example at all TYG and regional events, North American events, and URJ summer programs. Your peers are the body of people who will vote you into office and they will hold you responsible for your actions and your duties.

In order to officially run for office, you will need to send back the Regional Board Contract. It is mandatory that you, your parent/guardian, your local advisor and your congregational Rabbi sign this contract, which will be in effect throughout your term. Your signature on the contract states that you understand the responsibilities associated with being on Regional Board and are willing to meet all expectations if elected. To be considered as a candidate, all election documents must be received by the deadline. The application process for Regional Board requires that you speak with the person currently holding any position for which you may run. This may seem like a lot of work just to run but remember that being on the regional board is a big responsibility. If you are unable to make this deadline, please take the time to consider if you will you be able to juggle the demands of school, home, and NFTY.

Keep in mind that you will be pre-recording a short speech (5 minutes for presidential candidates, 3 minutes for all other positions) which will be shared online, and we will hold a Meet the Candidates session virtually prior to elections.

I am looking forward to next year! This is an amazing region, and we want to make next year even better than this year has been. The role of each board member will be very important. I have high expectations for all board members to work hard and shine as leaders!

Feel free to contact me with any questions or concerns you may have about running for Regional Board.

L'Shalom,

Jackie Kleinstein

NFTY West Area Manager

jkleinstein@urj.org

INTENT TO RUN

Who is eligible?

Any Jewish teen who is a participant in good standing of NFTY-SW is eligible. A qualified candidate must be committed, optimistic and enthusiastic about having a hands-on impact on Reform Jewish Youth.

What is the financial obligation?

1. Board members will be expected to attend and pay for regional events. While we are still in a global pandemic, we do not know when in-person events will resume, or how our budget will be affected. The URJ is committed to ensuring that no teen is prevented from attending due to financial constraints.
2. Participation in NFTY North American programming. These are important North American events where our board members serve as voting delegates for the region. Again, we do not know the course of the current global health crisis, and therefore we cannot assess the costs of future events. Again, we are committed to ensuring that no teen is prevented from attending due to financial constraints.
3. Depending on your child's position on the regional board, they may be asked to purchase supplies, copies, etc., and then be reimbursed. Once receipts are submitted, reimbursement checks should be sent within one month of receipt. All expenses must be approved by NFTY staff prior to purchase.

What are the other expectations of Regional Board Members?

Role Model – Recognize that members of the region look to you to set an example. Be aware of your behavior and attitude at all times, even when you are not actively leading. Think about how you portray yourself on social media. Lead by example, even more so when it comes to issues outlined in the [NFTY B'rit K'hillah](#).

Approachability – Regional Board members should be approachable. It is important to remember that you are here for the whole region. There are always new people to meet and get to know.

Attendance – As a role model, you should be attending regional events, NFTYx regional programs, NFTY North American events, and other URJ programs (when applicable). School and family should always be your first priority, but by running for NFTY Regional Board you are making a commitment that your NFTY Region will be your primary extra-curricular activity.

Communication – It is expected that you will maintain open lines of communication with your fellow board members, NFTY Area Manager and Board Coach.

NFTY's Brit Kehillah – Code of Conduct

There is an expectation that all North American Board members will follow and uphold our NFTY Brit Kehillah. You can find a copy of the Brit [here](#).

Events for all Board Members & Important Dates

Due to the COVID-19 Health Crisis, NFTY events remain virtual. Once it is safe to meet in person, we hope to resume in-person events. Please continue to check our website, social media and emails to stay up to date.

Positions

- President
- Programming Vice President
- Social Action Vice President
- Religious and Cultural Vice President
- Membership Vice President
- Communications Vice President

Position Responsibilities

It is the responsibility of ALL NFTY-SW REGIONAL BOARD MEMBERS

1. To attend all NFTY-SW Regional Board meetings.
2. To attend all NFTY-SW Regional events.
3. To submit registration for events on time, and to meet all programming deadlines.
4. To communicate with the Area Manager and the Regional Board on a regular basis.
5. To communicate with all TYGs in NFTY-SW.
6. To encourage attendance at NFTY-SW Regional events.
7. To help ensure that the *B'rit Kehillah* is followed at Regional Events
8. To serve as role models for all members of NFTY on a local, regional, and North American level, and to appropriately represent NFTY-SW to others.
9. To work to create and strengthen the Southwest Jewish youth community
10. To strengthen and develop leadership within the Region.
11. To serve as a liaison between youth and adult leadership.
12. To support other board members.
13. To attend NFTY's *Mechina* and *NFTY Veida* and serve as a representative of NFTY-SW.

These are the Duties of the Regional Officers as stated in the NFTY-SW Constitution.

PRESIDENT:

1. Call and preside over all organizational meetings, alerting participants of the issues to be discussed by distributing agendas in advance.
2. Communicate with all temple youth groups (TYG) Presidents in order to maintain enthusiasm, offer suggestions, and remain continually aware of all TYG and regional activities.
3. Communicate with all NFTY-Southwest Board members regularly in order to oversee, support, and assist them in all endeavors.
4. Be the spokesperson for all NFTY-Southwest and the NFTY-Southwest Policies, and represent NFTY-Southwest to all member congregations and other organizations.
5. Serve on the NFTY Board by attending Mechina in June and the NFTY Board meeting in February.
6. Supervise and coordinate all NFTY-Southwest activities.
7. Plan, coordinate, staff and execute along with the Religious and Cultural Vice President, the NFTY-Southwest Kallah.
8. Initiate any new programs and/or projects that would benefit the region and its TYGs.
9. With the Programming Vice President and the NFTY-Southwest Advisor develop job descriptions for the regional chairpeople, select these Chairpeople, and oversee their activities.
10. Compile the appropriate sections of the annual NFTY-Southwest Leadership Manual.

Programing Vice President

1. Coordinate Tikkun Olam certificates with each TYG. At the beginning of each year, have TYGs appoint Tikkun Olam chairpeople, distribute initial forms, assist each person in filling them out, maintain communication throughout the year, and distribute final forms.
2. Serve on the NFTY Board by attending the NFTY Board meeting in February.
3. Serve as NFTY-Southwest program specialist by circulating new NFTY programs and programming ideas to the TYGs.
4. Maintain constant communication with all TYG Vice Presidents and/or programming chairpeople; give advice on programming techniques and assist in any way possible; be aware of what each TYG is doing at all times.
5. Assist the local host TYG in preparation and execution of Regional Kallot or Retreats.
6. Assist the President in programming as necessary.
7. Travel with the President and the Regional Advisor, when possible, on visits with local Congregations and TYGs.
8. Serve as President in absence of the NFTY-Southwest President.
9. Compile the appropriate sections of the annual NFTY-Southwest Leadership Manual.

Social Action Vice President

1. Serve on the NFTY Board by attending the NFTY Board meeting in February.
2. Serve as the regional chairperson of NFTY projects, initiating any new regional programs or drives to fulfill the priorities adopted by NFTY.
3. Compile the appropriate sections of the annual NFTY-Southwest Leadership Manual.
4. Coordinate general social action activity for the region.
5. Provide information to NFTYites about the current year's NFTY Action Theme.
6. Write at least two Social Action Programs during the year to educate NFTYites on current issues.

Religious and Cultural Vice President

1. Ensure that the TYGs fulfill their religious study and service requirements specified for the Tikkun Olam Award.
2. Work with Rabbis throughout the region to maintain a creative service bank which shall include inspirational readings for use by the region and its TYGs.
3. Assemble a service at the request of the hosting TYG throughout the year and at regional events.
4. Plan, coordinate, staff and execute along with the Executive Board, the NFTY-Southwest Kallot.
5. Work to connect regional event themes with Judaism.
6. Help compile the appropriate sections of the annual NFTY-Southwest Leadership Manual.

Membership Vice President

1. Type and circulate rosters of the NFTY-Southwest Board, all the TYG Boards, and Advisors twice a year.
2. Help compile the appropriate sections of the annual NFTY-Southwest Leadership Manual.
3. Ensure both high TYG and high regional membership and shall be responsible for continually improving both the quantity and level of commitment of all members of NFTY-SW.
4. When requested by host TYG or event chairperson, design and distribute regional fliers to publicize NFTY-Southwest activities and upcoming events.
5. Provide assistance for all TYGs regarding Junior Youth Groups (JYGs) so that every TYG may have a healthy and thriving JYG.

6. Constantly encourage new member participation and organize all events relating to new members.

Communications Vice President

1. Serve as the administrative secretary to the NFTY-Southwest President sending notices and other materials to the TYGs.
2. Take clear, organized, and accurate minutes at all NFTY-Southwest Board meetings. Type up the minutes following each meeting and send copies to the NFTY-Southwest Board, Advisors, TYG Presidents, the NFTY office, and the members of the NFTY-Southwest Advisory committee within two weeks.
3. Maintain a file with all the past records of meetings for reference to prior decisions.
4. Work with a committee, as needed, to create and produce NFTY-SW giveaways and merchandise,
5. Oversee the NFTY-SW editor, NFTY-SW historian, NFTY-SW Webmaster and, if chosen, the NFTY-SW merchandise committee.
6. Manage the content of the NFTY-SW web page if no webmaster is appointed.
7. Be responsible for the NFTY-SW mascot.

Election Process

Campaigning

As per the NFTY Regional Constitution, campaigning is not allowed prior to or during the election weekend. Any candidate that participates in campaigning will be disqualified.

Getting to Know the Candidates

- Each candidate will have a platform paper, speech, short biography (75 words or less), and photo, posted on the NFTY regional website (southwest.nfty.org) prior to elections.
- TYG members in attendance of elections will have the opportunity to learn more about candidates during a “Meet the Candidates” forum on the day of elections. Details about this forum will be provided to candidates two weeks prior to elections.
- Each candidate can create a platform paper to be virtually distributed during the “Meet the Candidates” session. **Position papers must be limited to one page, single-sided for all candidates and must be submitted as a .pdf file by the above date.**

Platform Paper

- Each candidate will create an official document stating their intent to run for NFTY Regional Board.
- A candidate’s Platform Paper should include a basic summary of themselves, their goals for their term, their qualifications and any other relevant information. Candidates should submit a condensed version of your platform.
- It is recommended that this letter focus on the values your candidacy and term will encompass, not only ideas and projects you hope to accomplish. You should be thinking about the value you will add to the movement and the work you will do.
- After all letters have been submitted, your Area Manager may set up a meeting with you to review your platform before letters are published.
- Letters of Intent will be posted online within 2 weeks of being received. If there is any information you would like kept confidential until your speech, do not include it in your letter. Since your Letter of Intent will become public domain, please do not use any personal information such as personal emails, social media accounts, screen names, or phone numbers.

- Example Platform Papers can be found [here](#). Please only use these for format and structural inspiration, as you should be creating your own platform and ideas for your candidacy.

Speeches

- All speeches will be pre-recorded and published online prior to elections. Candidates will receive technical information on submitting a video speech within one week of the video speech deadline.
- **Speeches must be submitted by April 4, 2021.**
- Candidates may start working on the content of their speech at any time.
- Candidates for President are limited to a speech no longer than 5 minutes. Candidates for all other positions are limited to a speech no longer than 3 minutes.

Elections

- Elections will proceed in gavel order.
- We are researching the best online voting process that will work for our elections process. More information will be provided prior to elections.
- The NFTY-Southwest Constitution requires a simple majority to elect and the region elects each candidate through the popular vote. Each participant that attends the entire election process will be allotted one vote.
- Ballots will be processed by the current Regional President and the NFTY Area Manager or designated youth professional.
- Candidates will be informed of the outcome of the election by the current Regional President before results are announced to the Region.
- Results will be announced to the Region by close of business on election day.
- Speeches should be a speech only, no audio-visual aids allowed. Time limits will be strictly enforced. If a candidate chooses to “drop-down” they will be allotted 1 minute to outline a platform for the newly intended position prior to the vote. If any candidate decides to “drop-down”, the 1 minute speech will need to be pre-recorded and submitted by the general speech deadline.
- Any candidate who loses his or her election may run down for another position provided that the position has a single candidate. Additionally, any candidate for regional board who is not elected can submit an application to hold one of our appointed general board positions: historian, editor, song leader or spirit chair. We also will accept applications for creative chair positions. We have asked you to indicate your interest as part of this packet.

NFTY REGIONAL BOARD ELECTION GUIDELINES

Each of the following guidelines is subject to the discretion of the NFTY Leadership. We offer these guidelines to provide candidates with a clear understanding of what is and is not permissible. If you have a question about the appropriateness of any of your actions or materials – i.e., a potentially “gray area” – consult the Regional President or NFTY Area Manager.

What a Candidate Cannot Do (At Risk of Disqualification)

- Distribute material to any NFTYite that discusses the voting procedure to sway/affect that person's vote. (Material may educate about the candidate's platform, but may not say, for example, “vote for me,” “I am the best candidate”).
- Distribute or share inappropriate or negative material about any candidates.
- Contact – including by telephone, email, text messaging, social media, etc. – delegates or other NFTYites (including other candidates) to initiate conversation about the election and its process.
- Distribute material outside of the event during which elections are held (e.g., email delegates, post material pertaining to the election on blogs, social networking sites, snail mail material, etc.).

- Distribute material that is not paper based/written. Platform papers are allowed, but pins and other promotional material are not. Materials are meant to educate, not advertise. The ONLY permissible material to be shared is the platform paper, which may be shared during Meet the Candidates.
- Use network email threads, social media, or text groups as a forum for campaigning in any way.
- Contact delegates from other regions in an attempt to block vote. You represent the constituents of your region. During the elections weekend, all Asefah participants (including candidates) are involved with their TYG caucus. Your vote should be reflective of what your TYG wants.