

# **NAASE Placement Application**

## **Placement Contact Information**

### **Name of Search/Personnel Committee Chair**

Michelle Malkin

### **Chair Email Address**

[mmalkin@agudath.org](mailto:mmalkin@agudath.org)

### **Chair Phone**

(805) 300-8060

### **Your Congregation**

Congregation Agudath Israel

### **Congregation Website**

<https://www.agudath.org/>

### **Number of Households in Congregation**

816

### **Is the Congregation affiliated with USCJ?**

Yes

### **Congregation Address**

20 Academy Road  
Caldwell, NJ 07006  
United States

### **Congregation President**

Matt Fischer

### **President Email**

[mfischer@agudath.org](mailto:mfischer@agudath.org)

### **Name of previous Executive Director**

Lina Shuster

### **Years previous Executive Director served**

1

### **Reason(s) for the existing vacancy**

Wrong fit/expectations

### **Has he/she been informed that your synagogue is seeking a replacement?**

Yes, she left more than a year ago

**When does incumbent's contract expire?**

N/A

**If he/she has been informed, is the termination of the incumbent's contract agreeable to both parties?**

Yes

**INFORMATION ABOUT THE ROLE & CONGREGATION**

**ALTERNATIVE: Upload duties and qualifications of the Executive Director PDF**

- [CAI-Executive-Director-Job-Description-5.25.pdf](#)

**Annual salary range for the Executive Director (\$):**

140,000

**In addition to the salary shown above, the congregation provides the following benefits:**

- Health Insurance
- Professional Development Allowance

**When will employment commence?**

July 1st or August 1st

**Size of congregation's budget**

\$4 Million

**What else does an applicant need to know about your congregation, the position or your city?**

When the Executive Director left, a volunteer stepped in to manage the office on a part-time basis for over a year. Since March 2025, an interim Executive Director has come in to prepare the staff and volunteer leadership for high-level professional leadership and shape the job description and expectations. The interim ED will be transitioning the newly hired ED into the role and providing coaching to ensure a smooth and successful long-term transition. The expectation is that this role will spend 50% of their time in the office overseeing daily operations and 50% of their time in the community meeting with board members, potential leaders, donors, and attending events.

**Certification**

All correspondence will be by e-mail. Please note that the congregation will be responsible for the travel expenses of any candidate asked to meet on-site with the congregation's Search Committee. Further, the Joint Placement Commission serves as a clearing house to disseminate information supplied by the congregation to potential candidates, and does not endorse or rate any candidate. It is totally the responsibility of the congregation to perform and complete its due diligence in researching and validating the background, experience and any claims made by candidates under consideration by the congregation.

✓ I agree to the terms and conditions.