

NAASE Placement Application

Placement Contact Information

Name of Search/Personnel Committee Chair

Mark Bregman

Chair Email Address

mark.bobsearch@gmail.com

Chair Phone

(194) 968-3180

Your Congregation

University Synagogue

Congregation Website

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

Number of Households in Congregation

330

Is the Congregation affiliated with USCJ?

no (we are Reconstructionist, and you have permitted us to post here before, in 2022)

Congregation Address

3400 Michelson Dr
Irvine, CA 92612
United States

Congregation President

Mark Bregman

President Email

mark.bobsearch@gmail.com

President Phone

9496831802

Name of previous Executive Director

Myka Thompson

Years previous Executive Director served

3

Reason(s) for the existing vacancy

ED has taken another position.

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

She informed us she was leaving.

When does incumbent's contract expire?

At will employee. She plans to finish up June 30, 2025

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

yes

INFORMATION ABOUT THE ROLE & CONGREGATION

Describe the duties and qualifications of the Executive Director (or leave blank and upload attachment below)

At University Synagogue, our mission is to be the center of innovative and dynamic Judaism in Orange County. As the only Reconstructionist congregation in Orange County, we are unique in welcoming anyone in search of a modern, rational and joyous approach to Jewish life. Our members seek an open atmosphere where they can learn, engage, celebrate and experience Judaism in a comfortable and meaningful way. We reach out to all who are interested in Judaism, including interfaith households, the LGBTQ community, unaffiliated Jews – people who have often felt disenfranchised from Jewish life. Celebrating our 38th year, with 330 member households, we are seeking an Executive Director who can have a meaningful, positive impact on our success and growth.

What would SUCCESS look like?

As our Executive Director, you will be filling a management role. Some of the key outcomes we hope you can achieve will include:

- Managing the office and staff to optimum efficiency and effectiveness, handling member issues; being a resource for problem solving.
- Coordinating the wide range of activities at our facility, including religious school, pre-school, and two tenants (church and day school).
- Improving all internal and external communications, to ensure organized, accurate, and timely communications.
- Optimizing our technology utilization, ensuring full integration with all Synagogue functions.
- Improving membership engagement, recruitment and retention, and helping us grow.
- Helping our fundraising team to improve; utilizing non-profit best practices.

Who is an ideal candidate?

An ideal candidate would have 10+ years in non-profit senior management, and would now be a Synagogue (or other [ideally] Jewish non-profit organization) Executive Director or Administrator, with 5+ years in that role. Solid experience in technology, financial management, fundraising best practices, and membership engagement are valuable skills. Experience with ShulCloud is a strong plus.

If you are an exceptional communicator, with attention to detail, adaptable to change, personable, compassionate, proactive and energetic, WE'D LIKE TO TALK WITH YOU.

YOUR FIT FOR THIS EXCITING, UNIQUE OPPORTUNITY MAY BE THE RIGHT MOVE FOR BOTH OF US!

CONTACT: Mark Bregman, President / mark.bobsearch@gmail.com

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

130 - 160K

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

- Health Insurance

List any other Benefits:

To be determined

When will employment commence?

July 1, 2025

Size of congregation's budget

3.4 million

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

See description above. Please visit our web site: www.universitiesynagogue.org

CONTACT: Mark Bregman, Chair of Search Committee / mark.bobsearch@gmail.com

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.