

NAASE Placement Application

Placement Contact Information

Name of Search/Personnel Committee Chair

Evan Goer

Chair Email Address

evan@goer.org

Chair Phone

(408) 504-5086

Your Congregation

Congregation Etz Chayim

Congregation Website

<https://www.etzchayim.org>

Number of Households in Congregation

340

Is the Congregation affiliated with USCJ?

We are unaffiliated, though we have many Conservative members.

Congregation Address

4161 Alma Street
Palo Alto, CA 94306
United States

Congregation President

Meredith Hoffer

President Email

meredith.hoffer@gmail.com

President Phone

650-892-6363

Name of previous Executive Director

Ellen Bob

Years previous Executive Director served

11

Reason(s) for the existing vacancy

Retirement

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

Yes

When does incumbent's contract expire?

January 2026

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

- [Job-Posting.pdf](#)

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

\$130-\$160K

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

- Health Insurance
- Disability Benefits
- Pension Plan
- Professional Development Allowance

List any other Benefits:

Free household membership, paid sick leave, 10 vacation days + 10 paid Jewish holidays and paid secular holidays

When will employment commence?

January 2026

Size of congregation's budget

1.3M

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.