



THE PARADOX OF PRESIDENCY:

- The president delegates most responsibility.
- At the same time, the president is aware of all that is happening, and makes sure it gets done.
- The key to being a good president is maintaining a balance between the delegation and supervision.

THE “SUPERIOR” ROLE – A PRESIDENT MUST BE...

- Aware of all TYG affairs to properly relay information.
- Informed of all program details.
- Responsible for ensuring that work is done properly by other board members, event chairs, etc.
- A representative of the entire TYG.
- Ultimately responsible for every project.
- Liaison to the Youth Director, Youth Advisor, the synagogue and NFTY Region.

DELEGATOR OF RESPONSIBILITY

**** DO NOT DO EVERYTHING EVEN IF IT IS MORE EFFICIENT! ****

WHAT TO DELEGATE:

- Duties performed by specific officers:
 - Programming VP
 - Social Action VP
 - Religious & Cultural VP
 - Membership VP
 - Publicity VP
 - Secretary
 - Treasurer
 - NFTY Regional Representative

WHAT NOT TO DELEGATE:

- Presidential responsibilities including public relations, phone calls and letters only you should be making.
- Jobs you would not want to do yourself – the presidency does not give you the privilege not to participate (such as envelope stuffing, cold calling, etc.).

SETTING GOALS

(Should be done with your board at the beginning of the year but it's never too late to start!)

- Create a TYG b'rit (covenant of your working community – see appendix)
- List strengths and weaknesses of the TYG
- Get input from members not on the board
- Designate people to work on specific goals
- Brainstorm event ideas
- Make a tentative calendar
- Publicize, publicize, publicize!!!
- Involve the religious school to reach out to potential members

PLANNING THE CALENDAR WITH THE YOUTH DIRECTOR AND/OR YOUTH ADVISOR

- Local programming is very important for new members – do not rely on the NFTY Region to provide all the programming at regional events for the year!
- Use the following calendars to determine when you can plan programs that won't create conflicts:
- NFTY Regional and North American Events



- School vacations
- Jewish Holidays
- SAT and other standardized testing dates
- Federal Holidays
- Have at least one board meeting per month
- Have at least one program per month
- Combine educational and social programming
- DO NOT OVERSCHEDULE!
- Remember to let the NFTY Regional officers know about TYG events!

RUNNING MEETINGS

- Always be on time!
- Leave slack for socializing, but don't let things get out of hand. People are taking time out of their schedules to be there, so remind them how little time you have together!
- Create an Agenda
- Get input from other board members beforehand...make it their agenda too (they'll respect the reports all the more and they'll pay attention).
- Allow each officer to speak about what they are working on.
- Keep a flexible time table.
- Discuss only one piece of business at a time.
- You ARE the board meeting so...
- Use positive verbal and physical language.
- Be enthusiastic.
- Be clear and concise.
- Be reasonable.
- Encourage others (remember – what goes around, comes around!).
- Look at ALL sides of ALL issues, especially controversial ones.
- Silence does not mean agreement, search for opinions.
- When discussing generational leadership, an appropriate balance of qualification and character should be discussed, not gossip.
- Positive morale at meetings will lend to positive morale overall.
- Know the TYG constitution (if you have one) and its limitations.
- Confidentiality—you determine what is confidential with the Youth Director/Advisor and/or the board—make sure that everyone knows what is confidential and what isn't!

RELATIONS

The President is the link that binds all parts and people of the TYG together.

THE TYG BOARD

- Communication
- Maintain lines of communication on a regular basis with all officers.
- Discuss and then write down all expectations that you have of your officers, with realistic deadlines.
- Be sure they know what you expect of them.
- Meetings
- Establish a regular time and remind officers and members of it as often as possible.
- Professionalism—What's Personal vs. What's Professional
- Avoid board spats (unless they directly relate to the welfare of the entire group).



- Keep personal business personal.
- Don't reprimand anyone in public.

THE TEMPLE COMMUNITY

- Each temple is different—know what you can and cannot expect from it.
- Don't push too hard, but don't underestimate the value of the temple, it is crucial in making a strong TYG—TYG success is the temple's success.
- Go to Temple Board meetings and make reports as needed—clear all dates and report topics in advance with the Temple Board President and Executive Director (the TYG President should sit on the Board and attend meetings).
- Remember that we are a part of the community and should support the Temple as much as the Temple supports us.
- Invite Temple officers and Senior Staff members to events – let them see us in action!
- Put the Temple President and Senior Staff on your mailing list.
- Do creative services for the congregation.
- Work with the Rabbis, Cantor, and Temple Educator as additional resources.
- Get to know the chair of the Youth Committee
- Invite him or her to events.
- Ask him or her to help with adult support.
- Ask him or her to help raise money.
- Ask him or her to help plan events.
- Don't forget about the support/custodial staff who help out and clean up after us.

THE NFTY REGION

- Make sure TYG members get copies of all regional mailings and event applications.
- Forward important e-mails and electronic newsletters to all of your TYG members.
- Use NFTY Regional officers as additional resources.
- Encourage members to attend NFTY Regional events and don't forget to keep an eye on them once you get them there!

THE FUTURE

- Save everything you feel is important or could be helpful to your successor.
- Make notes or files for your successor so they don't have to reinvent the wheel.
- Note your mistakes so they will not be repeated and so others may learn from them.
- Remember that big ideas take time to get off the ground—be patient, but don't let more time go by. You may not benefit from the results but others will!
- Have a separate meeting with your successor to orient him or her to your position.

REMEMBER TO ENJOY YOURSELF THIS YEAR - YOUR ENTHUSIASM RUBS OFF ON OTHERS!