***WRJ Mission Statement***

*Women of Reform Judaism (WRJ) strengthens the voice of women*

*worldwide and empowers them to create caring communities, nurture congregations, cultivate personal and*

*spiritual growth, and advocate for and promote progressive Jewish values.*

**Sr. Area Director**

Leaders become great, not because of their power, but because of their ability to empower others

**Objectives:**

* Be a liaison between Area Director and assigned sisterhoods
* Assist Area Director in all aspects of position
* Assist host Area Day sisterhood in understanding that they are responsible for food ordering, keeping receipts for reimbursement, and providing venue space

**Expectations/Responsibilities:**

* Attend District Board meetings, District events and WRJ events when possible
* Establish and maintain an open line of communication with the State VP and Area Directors
* Provide support, coaching and mentoring to Area Directors
* assist Area Directors complete quarterly President Calls if needed; this includes acquiring current contact information of sisterhood leadership for the Area Director
* Assist Area Directors with challenging sisterhood situations and report challenges to State VP
* Work with 1st VP, State VP & Area Director to create solutions to contact hard to reach sisterhoods
* Establish and maintain regular contact with 1st VP and State VP
* Encourage Area Directors to visit assigned sisterhoods
* Encourage Area Directors to attend Area Days
* Be available to present content at Area Days, Convention, or Interim meeting, if requested
* Inform Area Directors to keep record of all sisterhood communications including current leadership contact information to pass on
* Attend WRJ Conferences when possible
* Be active in your local sisterhood
* Serve as a role model

**Qualifications:**

* Knowledge of and adherence to WRJ's Constitution, mission statement and initiatives
* Knowledge of District Constitution, By-laws and Treasurer’s Guide
* Understand duties and responsibilities of position & be able to devote time required to fulfill them
* Ability to appropriately represent District and WRJ
* Develop leadership potential of other Board members
* Have vision, interpersonal communication skills, critical thinking ability and patience, be strategic, authentic, self-aware, open-minded, creative, flexible, responsible, dependable, tenacious, and always strive to continuously improve oneself, the women you work with and the organization