

Indiana University Hillel:

Student Board Mission and Responsibilities

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Table of Contents

1. About/Mission of Hillel
2. Structure Overview
3. Program Roles and Responsibilities of the Student Board of Directors
4. Program Roles and Responsibilities of the Student Leadership Team
5. Program Roles and Responsibilities of the Hillel Staff
6. Shabbat Responsibilities
7. Leadership Team Monthly Meetings
8. Organizations and Clubs that make up the Student Leadership Team
9. Board Member Dues
10. Election Process

Section 1- About/Mission of Hillel

The Helene G. Simon Hillel Center at Indiana University is dedicated to assuring that Jewish college students have opportunities to recognize and develop their leadership potential and to express their Jewishness in many traditional and creative ways.

The Hillel staff, the statewide governing board (composed of experienced lay leaders from around Indiana), and the student board are committed to creating a strong, diverse Hillel experience. Therefore, Hillel provides religious, cultural, and social programming opportunities to assist in the creation of a Jewish community on the IU campus. The Student Board partners with the Hillel staff to create and implement hundreds of programs each year. In addition there are approximately 18 student interest clubs ranging from singing to sports and business to Israel activities.

Statement of University Compliance: This organization shall comply with all Indiana University regulations, and local, state, and federal laws.

Anti-Hazing Policy: Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

Personal Gain Clause: This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation directly from for-profit companies if acting as a representative of a student organization.

Statement of Non-Discrimination: Hillel Outreach and Special Events allows any interested student to participate in, become a member of, and seek leadership positions in the organization without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.

Indiana Hillel is a “Jewish home away from home” for IU’s students. The Center is open 9am-9pm during the week, 9am through Shabbat dinner on Friday, and noon-8pm on Sunday.

Section 2- Structure Overview

The structure of our student leadership is designed to better meet the needs and mission of Hillel. This structure will better help Hillel to create a welcome atmosphere for everyone that comes through our doors. The student leadership will be comprised of two bodies:

- The Student Board of Directors

- The Student Leadership Team

The two bodies will primarily work independently of each other. Details of each body's responsibilities are explicitly written below.

Section 3-Program Roles and Responsibilities of the Student Board of Directors

The Hillel Student Board of Directors is a group of five Hillel students who work to establish a welcoming and open community at Hillel. They are comprised of a President and four Student Board of Directors. The Student Board of Directors will be responsible for big events and programs that do not fall under the Hillel Student Leadership team. These students are essentially the front line of Hillel and are who the staff will expect to help welcome students and show what Hillel has to offer.

Each Hillel Student Board of Directors Member will have a staff mentor/advisor that they will meet with on a regular basis to discuss their role and how they can develop a welcoming and inclusive environment at Hillel.

Roles and Responsibilities of the Student Board of Directors include:

- Meet weekly or bi-weekly with the other board members and the Program Director
- Meet regularly with Hillel Staff Advisor
- Attend and participate in Hillel Leadership Team meetings
- Hold **"Hillel Hours"** where they will be in the building three hours a week to meet with students and other people that come to Hillel
- Pay Board Dues
- Plan and implement large Hillel programs including but not limited to:
 - Welcome back BBQ
 - Hillel Formal
 - Shabbat Across IU
 - Holiday Programming
 - 2nd Semester welcome back event
 - Attendance at major events including the finals of Campus Superstar
 - 1-2 other programs a semester

*The Hillel Student Board of Directors does not work directly with the individual Hillel clubs and organizations. The Hillel Student Board of Directors is here to create a welcoming atmosphere, inspire other students and design large-scale programs that will help Hillel grow and develop and help to shape and fulfill Hillel's mission.

The Hillel Student Board of Directors is one of three groups who help shape the goals and mission of Hillel in partnership with the Hillel Staff and the Hillel Governing Board.

Section 4- Roles and Responsibilities of the Student Leadership Team

The Hillel Student Leadership Team is a group of Hillel students who are the Presidents of an individual Hillel Club or Organization. They will work directly with a Hillel Staff member and they will work together to determine the structure of their club's student leadership. There will be no reporting to the Hillel Student Board of Directors.

Roles and Responsibilities of the Student Leadership Team include:

- Meet regularly with your staff advisor to plan and brainstorm program ideas at a minimum of 1-2 times a month
- Work with your staff advisor to determine and implement the best student leadership structure for your club or organization
- Attend and Participate in Hillel leadership team meetings
- Determine the vision for your club or organization for the entire school year in conjunction with the student leadership of your club or organization
- Lead the planning and implementation of 1-2 programs a month in conjunction with the student leadership of your club or organization including the marketing and advertising of the program or event
- Pay Board Dues
- Participate in Student Leadership Training

Section 5- Program Roles and Responsibilities of the Hillel Staff

The Hillel Staff will work with both bodies of the Hillel Student Board. The main role of the staff is to serve as advisors to the students they work directly with. Every Student Leadership Team member will also have a staff advisor. They will work together in conjunction with club's student leadership to develop the board structure, goals, strategy and programs of the individual Hillel club or organization they are the President of. It is the job of the Hillel staff member to make sure that the goals of the club or organization is being met and that the club is also in line with the goals and mission of Hillel. In addition the staff member is responsible for making sure that the club is building a board as well as ensuring the board is helping to plan and implement the programs.

Section 6- Shabbat Responsibilities

Each member of the **Student Board of Directors** will be responsible for attending a minimum of two Shabbats a month from the start of services through the end of dinner. They will help

foster an atmosphere of inclusion and warmth during dinner and be partners with the staff in building a welcoming atmosphere by making sure everyone has a place to sit and feels welcome.

Each member of the **Student Leadership Team** will be responsible for attending a minimum of two Shabbats a semester from the start of services through the end of dinner. They will help foster an atmosphere of inclusion and warmth during dinner and be partners with the staff in building a welcoming atmosphere by making sure everyone has a place to sit and that everyone feels welcome.

Any Student Board member that is on for a Shabbat will also be responsible for helping to set up the dining hall during the day if it is needed. A staff member will let them know if their assistance will be necessary.

Section 7- Leadership Team Meetings

Every Student Board member will be **required** to attend a Student Board Leadership meeting three times a semester. Leadership Team meetings will be an opportunity for the Board to build leadership skills and foster their personal growth as leaders. The purpose and mission of the Hillel Board is to create a warm, welcoming atmosphere at Hillel, build a strong Jewish community on campus, foster strong leadership skills, provide a variety of entry points into the Jewish community for all Jewish students on campus, and create a strong, diverse, welcoming Jewish community on campus. These meetings will help develop the skills that will help meet this mission of the Hillel Student Board. This is truly an opportunity to meet with the rest of the Hillel Student Leadership to work on skills that will help the overall Hillel community. Members of the Student Leadership team will also be responsible for attending Board Leadership Training twice a year.

Section 8- Hillel Clubs and Organizations that Make up the Hillel Student Leadership Team

The following is a list of Hillel Clubs and Organizations that students will have a chance to be the Presidents of:

- Business Leadership Initiative
- Mitzvah Corps/Community Service
 - Challah For Hunger
 - Tzedek Project Chair
 - Community Service Programs
- Greek Jewish Council
- Hillel Sports and Outdoors
 - Intramurals Sports
 - Third Street Sports Grille
 - Outdoor Programming

- Sports Programming
- Gin and Jews
- Girl Talk
- Mancave
- Hooshir
- Hoosiers for Israel
- Keshet
- Marketing Team
- MuJew
- Yad in Hand/Alternative Spring Break
- Shabbat Sh...
- Graduate Students and Young Professionals
- Religious Life Committee
 - Reform Services
 - Conservative Services
 - Shabbat Rocks
 - Koach Shabbat
- Social Special Events

*Religious Life, Sports and Outdoors and Mitzvah Corps/Community Service will pick a person(s) to be the representatives for the Student Leadership Team meetings and other responsibilities.

Section 9- Board Member Dues

Each member of the student board or directors and freshman board will be required to pay one hundred dollars for board dues at the beginning of their term. This will get them a Discover Hillel Card as well as free holiday meals. The payment demonstrates their commitment to the work they will be doing as member of the Hillel Student Board. If a student has difficulty paying their dues they should discuss it with the Executive Director.

Section 10- Election Process

The election process is comprised of 3 different elections/appointments

Hillel President Election:

Any student that is interested in becoming the Hillel President must be a member of the Hillel Student Board of Directors. He or she will apply using an online form and then go through an interview process with the Hillel Staff and the outgoing President. This election will take place before any other elections, and all members of the Student Board of Directors will hold one vote.

Student Board of Directors:

Any student that is interested in one of the Student Board of Director positions will apply using an online form and then go through an interview process with the Hillel Staff, the past President and the New President.

Student Leadership Team/Chair Positions:

Any student that is interested in being a club or organization president or chair will apply using an online form and will be appointed by their respective clubs or in conjunction with the Hillel Staff and previous club leaders if the situation calls for collaboration between the staff and former club chairs.