

JLC-WNC Guidelines

Jewish Leadership Collaborative of Western North Carolina (JLC-WNC) purposes are to:

- facilitate sharing and communication of events and ideas within the WNC Jewish community
- encourage cooperation/collaboration to ensure effective and responsible use of time and resources
- identify emerging local issues affecting the WNC Jewish community and communicate them to JLC leaders and members.

Membership

The membership of the JLC consists of:

- One lay leader of each of the formal (defined as having a mission statement and identified leadership) Jewish organizations in WNC
- The Executive Directors and Clergy who are standing invitees
- 2 community At-Large representatives.

Any new organization presenting for membership may attend as a guest for at least 2 meetings before an action to accept them will be considered.

Leadership Positions

Facilitator

- Is appointed by the membership for a 1-year term
- Facilitates all meetings utilizing Dynamic Governance (consent based decision making)
- Establishes, with the agenda committee, the agenda for all meetings
- Facilitates (or appoints another member to facilitate) the JLC at meetings
- Is tasked to serve as timekeeper, and arbiter if conflict occurs during a meeting that cannot be otherwise resolved
- Appoints JLC committees as directed by the membership.

Agenda Committee

- Consists of 3 members and the facilitator
- Potential members are nominated by the membership annually and approved through the consent process
- Receives requests to be included in the agenda
- Sets the agenda for the coming meeting

The need for additional positions may arise. Recommendations will be brought to the Agenda Committee and proposed to the membership for consent.

Elections

- There are no term limits on any of the above positions
- The former Facilitator shall remain as a JLC ex-officio member
- All positions are appointed in January at a general membership meeting
- Election to leadership positions is by nomination and consent
- Nominations for at-large members should be consented to by the individual nominated and named to the Facilitator no later than 12/31.

Meeting Guidelines and Etiquette

JLC-WNC Guidelines

1. Listen and speak thoughtfully, respectfully, and with lovingkindness
2. Assume positive intentions and ask for clarification to validate
3. Do no harm to others or to the community.
4. Personal and/or organizational attacks are not allowed and will not be tolerated
5. Engage fully with the intent to understand and problem solve
6. Step up and speak when you need and step back and create space for others to speak
7. Respect everyone's time by being on time, helping keep the discussion on topic, adding to the discussion, and not repeating what has been said by others
8. One speaker at a time; no sidebar conversations
9. Accept the actions and approved motions of the JLC and support them, as a member of a team, to the larger community
10. Agenda items must be submitted to the Facilitator and the Agenda Committee by the first Thursday of the month
11. Members' personal and contact information is for the use of the JLC only; it is not to be utilized or shared for any other purpose or forwarded to another individual or agency without permission as determined by the Agenda Committee
12. All meetings will be held in person unless circumstances prevent such gatherings
13. Information that is announced as being for members only is not to be disclosed outside of JLC meetings or activities
14. Members are not to make public statements linking the JLC to activities or philosophies that have not been specifically endorsed by the consent of the JLC membership
15. If a member is unable to attend a meeting they should inform the Facilitator in advance of a potential replacement
16. Disregarding meeting guidelines and etiquette, despite feedback about the same, may result in an action to revoke the membership of that individual in the JLC.

The Organizational or At-Large member, as noted by their signature below, agrees to adhere to these guidelines and etiquette.

Name

Date