



## JEWISH COALITION AGAINST DOMESTIC ABUSE

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### FREQUENTLY ASKED QUESTIONS

#### What is the mission of the Jewish Coalition Against Domestic Abuse?

JCADA's Mission is to: **Support** victims of domestic abuse to become empowered and obtain safe environments; **Educate** community professionals and others about domestic abuse and appropriate responses to it; and **Prevent** future generations from suffering domestic abuse by raising awareness.

#### What does JCADA do?

JCADA works to provide direct clinical services to victims and their families, and eliminate domestic abuse in the Jewish community of Greater Washington through education, awareness, and training.

- **Direct Clinical Services** – includes domestic violence assessment, safety planning, crisis counseling, emergency cell phones, educational support groups, confidential telephone helpline, case management, direct clinical services to clients, weekly group counseling, alternative therapy programs, temporary transitional housing, and help to meet basic needs. **All services are provided free of charge.**
- **Education and Training** – includes trainings for clergy and community leaders about domestic abuse and appropriate responses, partnerships and collaborations with local Jewish agencies, resources to speak out about domestic abuse, online resource center, bathroom posters and brochures.
- **Prevention and Awareness** – includes our teen initiative AWARE (Adolescents Working for Awesome Relationship Experiences), discussions with teens and young adults about components of a healthy relationship, an online teen resource center at [awarenow.org](http://awarenow.org), educational programs for parents, teachers and counselors, and how to help someone in an unhealthy relationship.

#### How is JCADA funded?

JCADA relies heavily on donations from private individuals and organizations. JCADA also applies for private foundation grants, and receives local county funding designated for agencies providing direct clinical services to victims of abuse. In addition, JCADA is a partner agency of the Jewish Federation of Greater Washington. 94 cents of every dollar goes directly to our programs.

#### What are the roles and responsibilities of JCADA Board Members?

##### Leadership

JCADA board members are multi-faceted, dynamic leaders of the Coalition. Board members come from a wide spectrum of professions and skill sets, working collaboratively to advance and support the goals of JCADA. Board members are expected to attend bi-monthly board meetings every two months, participate in a committee, attend scheduled board retreat, and are encouraged to attend trainings, fundraisers, and other JCADA sponsored events when possible. The expectation of board members is that they will conduct



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themselves as ambassadors of JCADA and work collaboratively with other board members, staff and stakeholders to positively advance the Coalition's goals.

### Committees

The board will do its work not only through Board meetings but also through committees. In addition to the executive committee, the 6 standing committees – Clinical, Education and Outreach, Development, Finance, Governance, and Prevention – will be comprised of Board members and community partners who are interested in the particular area of committee work. The committee meetings will provide opportunities to share information, brainstorm program and policy issues, and build regional collaborations.

### **How are Board Members selected and elected?**

The Nominating Committee, with input from staff, board members and stakeholders during a designated and transparent recruitment period, will solicit potential board member prospects who will help advance JCADA's objectives. An open call for nominations will be made and Nominating Committee members will also contact potential board member prospects. The Nominating Committee will review the list of people who are interested in Board membership and match their positions, expertise, and skills with the new board composition requirements. The Nominating Committee will determine the final slate of board members. If the prospective board member consents, then s/he will be added to the proposed slate. The proposed slate will be incorporated into a ballot and disseminated to all current board members. The election results will be announced at the Annual Meeting.

### **Who are the officers and what are their responsibilities?**

Five officers: President, Vice President, Secretary, and Treasurer. They will comprise the Executive Committee. Their responsibilities are defined by the by-laws.

### **What are the committee responsibilities and activities?**

- **Executive Committee** – this committee includes the President, Vice President, Secretary and Treasurer and up to three officers as appointed by the President. The duties of the Executive Committee include overseeing the board and organizational directives as well as the Executive Director. (The Executive Director oversees the staff)
- **Prevention Committee** – Goal is to assist with the development of an engaging program and the scheduling and marketing to area youth, day schools, and religious schools.
- **Education/Outreach Committee** – Primary goals are to educate the community and community leaders on what is abuse (parlor meetings) as well as publicize the role of JCADA throughout the community.
- **Development** – Goal is to ensure funding. This is to be accomplished through yearly fundraising, new development incentives, annual fundraiser, grant writing, and identifying and reaching out to major donors within the community.



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- **Clinical Oversight Committee** – Shall assist the Clinical Staff with oversight of case management and support groups, and aid the clinical director during absence or as needed. They shall also develop new policies for clinical work.
- **Governance Committee** – Helps set and change by-laws to ensure that JCADA's organizational status is accurate, in conjunction with our legal representatives. The governance committee also takes on the role of nominating committee when new board members are to be selected.
- **Budget/Finance Committee** – Will work directly with the Treasurer to oversee budget creation and implementation, ensure that taxes are filed in a correct and timely manner, assuring payroll, and having a say in all large financial decisions.

### What is the time commitment for board members?

- **Board term** – The board term is two years and a renewable term. We believe that two years encourages commitment and continuity for the organization.
- **Board Meeting attendance** – It is mandatory that members of the Board of Directors will attend 75% of board meetings.
- **Participation in committees** – Board members are expected to participate in at least one committee.

### How often to board and committees meet?

The Board of Directors will meet bi-monthly, every two months. The committees will meet on a bi-monthly basis, every two months, on alternating months from board meetings.

### When and where are board meetings held?

Currently, board meeting are held on the second Wednesday evening of the month from 7-9pm at the Jewish Federation of Greater Washington in Rockville. However, the new board may decide to change the schedule and location. Committee meetings are held at a mutually agreed location by the majority of the committee.

### Are board members expected to make donations or fundraise?

All board members will be expected to identify potential donors, develop request for financial support, in conjunction with a suggested donation of a give or get minimum of \$1,000.00 annually. In addition, board members are expected to attend and pay for attendance and participation at events, as well as advertise all fundraising projects. Individuals with fundraising skills and expertise are encouraged to serve on the Development Committee.