

Training Services Request Form

Please print. Mailfax at least six weeks in advance.

Sisterhood _____

Region _____

City _____ State _____

Three possible dates:

[1] _____ Time _____

[2] _____ Time _____

[3] _____ Time _____

Program to be held at _____

Address _____

Phone _____

Anticipated attendance _____

President/contact person _____

Position, if not president _____

Address _____

Phone _____ Email _____

Send seminar kits to _____

Address _____

Phone _____ Email _____

Check two to three topics to be included:

- Communication
- Goal Setting/Strategic Planning
- Leadership Development
- Membership
- Organizational Know How
- Problem Solving
- Sisterhood/Synagogue Relations
- What is Sisterhood
- Z'havah
- Other _____

FAX to: 212.870.1261 or mail to:

Women's League for Conservative Judaism

475 Riverside Drive, Suite 820, New York, NY 10115



Women's League Trainers

All Training Services on-site seminars are led by professionally-trained

volunteers. No remuneration is permitted.

Trainer's travel and hotel expenses are paid by Women's League. Sisterhoods are responsible for meals and transportation to and from the airport and hotel.

Training assignments are made only through the Women's League office. Trainers may not accept assignments directly from a sisterhood. Contact Women's League at least six weeks prior to the preferred date.

Other services available:

You can also request a personal mentor from Women's League, as well as one- or several-time phone conferences to help solve a particular problem or simply to hold your hand.

Women's League for Conservative Judaism

475 Riverside Drive, Suite 820

New York, NY 10115

212.870.1260/800.628.5083

FAX 212.870.1261

Email: womensleague@wlcj.org

Visit us on the web at: www.wlcj.org

The Women's League Helpline

help is just a call away!

Call 800.628.5083 or help@wlcj.org,

Monday – Thursday, 9:30 AM – 4:30 PM (EST).

A qualified and experienced trainer will respond within 48 hours.



Customized On-Site Seminars available to every Women's League Sisterhood

Your sisterhood's per capita dues entitle you to a Women's League seminar customized to meet your sisterhood's needs.

Enhance your sisterhood's image in the synagogue and in the community.

Find your hidden skills and renew your rusty ones, as you share your experiences with women you've known for years and those you've just met.

You know you have a lot to offer. Now learn how to let everyone else in on the secret!



An invitation from Women's League ...

Be sure that your sisterhood is getting all it can from Women's League. Put your per

capita dues to work and let Women's League provide the services necessary to maintain a strong, healthy and vibrant sisterhood.

Invite a Women's League trainer into your sisterhood today. In just a few hours, every woman can benefit from the skills of a dynamic professionally-trained trainer who will take you on one of the most exciting journeys of your organization's life!

The Women's League trainer will develop a specific and customized seminar to benefit your sisterhood's officers, board members and, of course, future leadership. On-site seminars are designed to energize your sisterhood by enhancing individual skills, motivating members and expanding involvement. Participants gain a better knowledge and understanding of themselves and others.

Specialized sessions for nominating committees and sisterhood presidiums may be combined with any seminar.

Call the Women's League Training Services Department for more information, at 212.870.1260, ext 7167.

A seminar requires at least 2½ hours.

Choose from these on-site seminars or design your own

Communication

Get the word out! Acquire the tools to be a better listener and communicator; overcome fear of public speaking. Learn proven techniques for effective reporting at meetings and for introducing a speaker

Goal Setting/Strategic Planning

What's your vision for the future of your sisterhood? Create an action plan to get there.

Leadership Development

Tips to finding new and potential leaders in your sisterhood. Create successful leaders through team building while you create enthusiastic support for your goals.

Membership

Follow a successful blueprint for membership. Motivate, retain and increase your membership with a membership team. Create programs that will make your Sisterhood the place to be for all the women in your congregation.

Organizational Know How

You don't have to reinvent the wheel. Learn procedures for operating effectively.

Problem Solving

Turn obstacles into opportunities and problems into potential for the future.

Sisterhood/Synagogue Relations

How to work with your congregation's president, executive director, rabbi, and board.

What is Sisterhood?

Sisterhood can be a positive force in the community. Develop a positive image; design a campaign to create excitement for programs and events. Create or improve your mission statement. Design a sisterhood logo or motto.

Z'havah

Attract and retain younger members. A Z'havah workshop can be offered as part of another seminar.

Specialized seminars are available to meet the unique circumstances of nominating committees and sisterhood presidiums and may be combined with another seminar:

Nominating: Utilizing a sisterhood's bylaws, a Women's League trainer will assist in filling positions of the executive committee and board of directors.

Presidium: Designed to help a sisterhood in which the position of president is being filled by more than one person.

Finding a President: How to develop new leadership that is willing to take a chance and make the commitment.