

**WOMEN'S LEAGUE FOR CONSERVATIVE JUDAISM**  
475 Riverside Drive, Suite 820, New York, NY 10115  
212.870.1263/fax 212.870.1261

**2013-2014 Sisterhood Profile**  
**INSTRUCTIONS**

The information in this form can easily be entered directly onto the Women's League data base after you log into [www.wlcj.org](http://www.wlcj.org). The access will be on the right menu. The Sisterhood Profile contains essential contact information so that both the region and Women's League can provide your sisterhood with appropriate support and materials. Activity mailings, newsletters, communications, and materials are sent directly to the women listed in our data base.

**ON LINE DIRECTIONS**

Presidents, financial officers and the data manager have direct access to your sisterhood's data. Once you have logged in, on the right menu, click on SISTERHOOD LIST ACCESS. Click on MANAGE SISTERHOOD LIST. Click on the pencil for each person which will take you to her data page. Scroll down to the bottom, and you will see: POSITIONS FOR 12-13. If this is a new position or if you are changing her position, click on ADD NEW for a list of potential positions.

**HARD COPY DIRECTIONS**

If you are using this form instead of the online system, make two copies: one for your records and one to be sent to Women's League. The region will access the material online.

The form should be returned to Women's League (via mail, fax or email) by July 1. You can download a Word file of this form at [www.wlcj.org](http://www.wlcj.org).

1. Print **one** name in each section.
2. A sisterhood might not have all the positions listed. Please fill in positions that you do have so that information may be sent to those who will make the best use of them.
3. If your sisterhood has positions not listed on pages 1 and 2 of the profile, please add them on page 3, with the title, name, and contact information, for use by your region.
4. Circle if the position is a vice president (VP) or chair.
5. Even if an officer or chair is continuing in a position, Women's League must have her name, address, phone, and email on this form.
6. Do not delay returning the Sisterhood Profile. **IT MUST BE RETURNED BY JULY 1, 2013.**
7. As additional appointments or changes occur, please notify Women's League and your region president.
8. The sisterhood president is copied on all materials sent from Women's League. If there is more than one president, Women's League will send up to two additional sets of information. Please provide additional sisterhood president information in the designated space at the end of the profile.

DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

REGION

**SISTERHOOD**

Address

Phone

Fax

Synagogue Email

Rabbi

Rabbi

**1. PRESIDENT**

Spouse

Address

Phone

Email

**2. FINANCIAL SECRETARY**

Address

Phone

Email

**3. RECORDING/COMMUNICATIONS SECRETARY**

Address

Phone

Email

**4. TREASURER**

Address

Phone

Email

**5. DATA MANAGER**

Address

Phone

Email

**6. MEMBERSHIP VP/CHAIR**

Address

Phone

Email

**7. PROGRAM VP/CHAIR**

Address

Phone

Email

**8. TORAH FUND VP/CHAIR**

Address

Phone

Email

**9. ADULT EDUCATION VP/CHAIR**

Address

Phone

Email

**10. ARCHIVES/HISTORY CHAIR**

Address

Phone

Email

**11. BOOKS CHAIR**

Address

Phone

Email

**12. COMMUNITY SERVICE/TIKKUN OLAM CHAIR**

Address

Phone

Email

**13. CREATIVE JUDAIC ARTS CHAIR**

Address

Phone

Email

**14. ISRAEL AFFAIRS CHAIR**

Address

Phone

Email

**15. JUDAICA SHOP CHAIR**

Address

Phone

Email

**16. NOMINATIONS CHAIR**

Address

Phone

Email

**17. PARLIAMENTARIAN**

Address

Phone

Email

**18. PUBLIC POLICY & ADVOCACY CHAIR**

Address

Phone

Email

**19. PUBLIC RELATIONS/BULLETIN CHAIR**

Address

Phone

Email

**20. WAYS & MEANS CHAIR**

Address

Phone

Email

**21. YOUTH/SCHOOL LIAISON**

Address

Phone

Email

**22. Z'HAVAH CHAIR**

Address

Phone

Email

In the case of a presidential presidium, a sisterhood can request that **no more than two** additional members of the presidium receive materials from Women's League. Please provide the information below:

**30. PRESIDENT**

Spouse

Address

Phone

Email

**31. PRESIDENT**

Spouse

Address

Phone

Email

**ADDITIONAL POSITIONS**

**(For region use only. Region\_\_\_\_\_)**

Position

Name

Address

Phone

Email

Position

Name

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