

The Jewish Center of Princeton

Policy on Professional Staff Attendance at Jewish Center Events and Programs

Approved by Board of Directors, December 10, 2017

The Jewish Center, Princeton (TJC) appreciates its exceptional staff and welcomes staff participation in TJC events.

Participation is viewed as a form of engagement and enrichment and therefore all professional staff (Managerial /Director level and Clergy) should attend all major TJC events (attendance of 100 or more congregants) at no cost, whether *availability is limited or unlimited*.

“Unlimited availability” is defined as an event that can accommodate essentially as many congregants and guests who want to attend and who will pay the appropriate charges. An example would be a dinner whose size can “grow” to accommodate those who RSVP by the deadline. **“Limited availability”** is defined as an event with a fixed, limited number of seats available, such as a concert or other performance, classes with registration cap or a bus trip with a fixed number of seats available.)

Spouses/partners of professional staff who wish to attend major events will not be charged.

All reservations should be made with the event organizers by the RSVP deadline.

Professional staff members are also encouraged to participate in programs with *unlimited availability* which may not fall directly under their professional responsibilities provided they register by the program deadline at no cost. Spouses/partners of staff will be charged the publicized membership rate. *For limited availability programs*, staff will need to confirm with program organizer as congregational members will be given priority.

For *unlimited availability* events and programs, there is no charge for children of staff members. For limited availability events and programs, staff will be expected to pay for children at the publicized membership rate.

It is expected that professional staff will serve as representatives of the synagogue and conduct themselves in accordance with their professional roles at all events and programs.

The Jewish Center of Princeton

Policy on Support Staff (Full and Part-time) Attendance at Jewish Center Events and Programs

Approved by Board of Directors, December 10, 2017

The Jewish Center, Princeton (TJC) appreciates its exceptional staff and welcomes staff participation in TJC events.

Support Staff (working 13-40 hours per week)

For events or programs with *unlimited availability*, full-time and part-time staff will not be charged. **“Unlimited availability”** is defined as an event that can accommodate essentially as many congregants and guests who want to attend and who will pay the appropriate charges. An example would be a dinner whose size can “grow” to accommodate those who RSVP by the deadline.

For events or programs with *limited availability*, support staff members *may* be charged. Event/program organizers will make determination based on circumstances of that event as to charges. **“Limited availability”** is defined as an event with a fixed, limited number of seats available, such as a concert or other performance, classes with registration cap or a bus trip with a fixed number of seats available.)

Spouses/partners of full or half-time staff are welcome to accompany employee at events and programs and will be charged at the same rate as employee.

For *unlimited availability* events and programs, there is no charge for children of full or half-time staff members. For *limited availability* events and programs, staff will be expected to pay for children at the publicized membership rate.

All reservations should be made with the event/program organizers by the RSVP/registration deadline.

It is expected that all staff will serve as representatives of the synagogue and conduct themselves in accordance with their professional roles at all events and programs.

Casual Employees (teachers/tutors/youth leaders working less than 12 hours per week)

TJC employees (casual employees) who work very limited hours (less than 12 hours per week) will be charged for all events and programs at the advertised membership rate. Spouses/partners who are not TJC members will pay non-membership, advertised rate.