



THE NATIONAL ASSOCIATION OF TEMPLE ADMINISTRATORS in association with HUC-JIR
invites persons interested in furthering their career as professional Temple Administrators to attend the

Institute for Professional Development

January 31-February 5, 2009

at the

Steve Breuer Conference Center

Malibu, CA

Make plans to attend this educational and "bonding" experience!

INSTITUTE WORKSHOPS:

- * Tools of Synagogue Management
- * Personnel
- * Governance
- * Budgeting & Finance
- * Communication and Public Relations
- * Membership
- * Jewish Prayer, Liturgy, Holidays and Customs
- * History of Reform Judaism

Register before 12/12/2008

OBJECTIVE:

To present the body of knowledge established by the Board of Certification as constituting the core requirement for Certification as a Fellow in Temple Administration. Examinations for the Senior and FTA designations will be offered to participants immediately during the Institute. (Candidates for the FTA are also required to complete a Hebrew reading exam and fulfill a thesis requirement within three years of successful completion of other exams.)

REGISTRATION FEES (Limited to 18 participants. First-come, first-served basis):

- **NATA Regular Member, Shared Room:** (A subsidy from NATA makes the tuition reduction possible) **\$285.00**
- **NATA Regular Member, Private Room:** (A subsidy from NATA makes the tuition reduction possible) **\$370.00**
- **Courtesy Members or Non-NATA Member, Shared Room:** **\$535.00**
- **Courtesy Members or Non-NATA Member, Private Room:** **\$620.00**

ACCOMMODATIONS:

Enrollment in the Institute includes five nights (Saturday through Wednesday night) with meals included. If you wish reserve a (limited number available) private room, note the private room fee above.

PLEASE NOTE: The Institute is arranged to enable you to stay over a Saturday night and thereby take advantage of airline discount fares. A special shuttle to the conference center will be available and will depart at 3:00 pm from the LAX Hilton Hotel on Saturday, January 31st. Shuttle reservations due by December 30, 2008. Classes begin Saturday evening and the exams run through Wednesday evening. Please schedule your flight home for Thursday morning, to depart after 10:30 a.m.

Please **DO NOT MAKE** your airline reservations until the course has been confirmed on or by **12/19/2008**

REGISTRATION FORM

2009 Institute for Professional Development

January 31—February 5, 2009

Steve Breuer Conference Center (SBCC) in Malibu, CA

Enrollment is limited . . . do not delay . . . Register by 12/12/2008

Name: _____ 2008/09 NATA Member: ___ Yes ___ No

Work Telephone: _____ Cell: _____

Congregation: _____ Email: _____

Address: _____

City: _____ State _____ Zip: _____

____ I have completed the Application for Certification form and have paid the one-time fee of \$50. If not, please download the FTA booklet at www.natanet.org, Education, FTA Program.

____ Note food allergies or request for vegetarian meal: _____

Amount enclosed: \$ _____ NATA Regular Members **\$285**/shared room or **\$370**/private room

\$ _____ Courtesy or Non-NATA Members **\$535**/shared room or **\$620**/private room

(Note: Shared and Private rooms based on availability. Private room fees may apply if no roommate is available.)

____ Yes, I am interested in a **Round Trip** group shuttle ride to and from the conference center @ \$55 RT**

____ Yes, I am interested in a **One Way** group shuttle ride TO or FROM the conference center @ \$28 OW**

____ I will be driving myself to the conference center

(Please wait to make your airline reservations until the course has been confirmed on/by December 19, 2008)

1/31/09 Flight Arrival to LAX: _____ Yes/No _____
Airline Flight # Arrival time to LAX On Shuttle to SBCC?

2/5/09 LAX Flight Departure: _____ Yes/No _____
Airline Flight # LAX Departure time On Shuttle to LAX?

****Note:** Optional group shuttle from the **LAX Hilton Hotel** to Steve Breuer Conference Center available on **Saturday, January 31 at 3:00 pm**. Your flight will need to **arrive by 1:40 pm at LAX** to make this shuttle.

Return shuttles to LAX on **Thursday, Feb. 5th** departs at 7:30 a.m. **Please do not schedule your departure flight from LAX prior to 10:30 a.m.** **Shuttle are an additional cost, payable by each participant to NATA by **December 30, 2008**.

Payments: Check payable (in US Dollars) to NATA and mail to: NATA, P.O. Box 936, Ridgefield, WA 98642

Questions, contact: Susie Amster, FTA
(714) 628-4600
samster@tbsoc.com