

JCA: Jewish Family Service Records

22.5 linear feet (19 MB, 3 SB, 6 OS)
1917-2008 (bulk 1935-1999)

Walter P. Reuther Library, Wayne State University, Detroit, MI

Finding aid written by staff at the Leonard N. Simons Jewish Community Archives; edited by Gavin Strassel on September 3, 2014; revised and updated by Aimee Ergas on March 23, 2016.

Accession Number: UR002349

Creator: Jewish Family Service of Metropolitan Detroit

Acquisition: Deposited at the Reuther on July 27, 2012, by the Jewish Federation of Metropolitan Detroit as part of the Leonard N. Simons Jewish Community Archives.

Language: Material entirely in English.

Access: Collection is open for research

Use: Refer to the Walter P. Reuther Library *Rules for Use of Archival Materials*.

Notes: Citation style: "Leonard N. Simons Jewish Community Archives, Jewish Family Service Records, Box [#]. Folder [#], Walter P. Reuther Library, Archives of Labor and Urban Affairs, Wayne State University."

Related Material: Jewish Community Archives collections at the Reuther Library, especially the Jewish Federation of Metropolitan Detroit Records.

History

Jewish Family Service of Metropolitan Detroit (JFS) is a social service organization for the Detroit area's Jewish community. It was created in 1928 from the joining of the Hebrew Ladies Sewing Circle and the Self Help Circle, two early women's social service agencies. In its early years, JFS's specific mission was "finding homes for orphan children and supplying homemakers for families with an ill or absent mother." Its services expanded to aiding Jewish immigrant families and, in the aftermath of WWII, it worked toward resettlement of Holocaust survivors. Beginning in the 1970s, JFS served Jewish refugees leaving the Soviet Union. Today, it is a comprehensive social service provider, helping individuals of all ages and families within the Jewish and broader communities.

Scope and Content

The Jewish Family Service Records are made up of a variety of materials, divided into six series, documenting the many projects, programs and internal operations of the Jewish Family Service of Metropolitan Detroit (JFS). The first two series, Photographic Material and Major Services and Programs, reflect the organization's special events and campaigns. The Committees and Manuals series, along with the Inter-Agency Material series, provide a window into the internal operations and day-to-day work of the JFS through correspondence, staff training booklets, and meeting records. Scrapbooks containing newspaper clippings and photographs highlight notable accomplishments and prominent members of JFS. Finally, the Architectural Records series contains oversized blueprints and drawings of several facilities constructed to expand the operations of JFS.

Important Subjects:

- Community service
- Detroit (Mich.)
- Holocaust survivors
- Jewish Federation of Metropolitan Detroit
- Jewish refugees
- Jews—Charities
- Philanthropy

Series 1: Photographic materials, 1950s-1990s

Contains photographs and negatives relating to agency celebrations, employees and meetings. Major groups of photos are related to the Resettlement Service, annual meetings, Group Apartments and JFS buildings. Some files contain general stock photographs along with various undocumented photographs. Other photos appear in the photo albums in Series 5.

Series 2: Major services and programs, 1930s-1990s

Contains documents and correspondence of the Resettlement Service includes reports, minutes and publicity. Other documents involve JFS buildings and properties, the children's department, the aged, Jewish House of Shelter, Sheruth House and other facilities. Papers include correspondence, reports and minutes.

Series 3: Committees and manuals, 1943-1995

Contains JFS material on various committee and groups as well as procedural handbooks, staff training, and child placement. Also included are reports and studies on JFS regarding reaccreditation and self-evaluation.

Series 4: Inter-Agency material, 1925-2008

Contains a number of different topics, including annual meeting speeches, programs, agency newsletters, and awards. Material related to the agency's activities, such as Homemaker, psychiatric care and counseling, is included. Information on urban crisis, housing relocation, the union and JFS's 50th anniversary is included within this series.

Series 5: Scrapbooks and photo albums, 1930-2000

Contains newspaper articles relating to JFS and its services. The articles have been copied on acid-free paper to preserve the information. All original articles have been destroyed. Photo albums and oversize boxes contain photographs, proof sheets, slides and negatives from a wide range of agency events.

Series 6: Architectural Records, 1959-1977

Contains large architectural documents such as blueprints and schematics of buildings at Greenfield Road and other locations.

Arrangement

This collection is arranged into 6 series: Series 1 (Boxes 1-3), Series 2 (Boxes 4-9), Series 3 (Boxes 10-13), Series 4 (Boxes 14-22), Series 5 (Boxes 23-25), Series 6 (Boxes 26-28).

Folders in each series are listed by their location within each box. They are not arranged, so any given subject may be dispersed throughout the records.

Series 1

Box 1

1. Event photos, 1990s
2. Event photos, 1970s-1980s
3. Birthday party and shower photos, 1989-1993
4. Volunteers and programs, photos, various dates
5. Farewell party photos, 1985-1997

Box 2

- 1-2. Group apartments, photos, various dates
3. Employee and leadership photos, various dates
- 4-5. Resettlement, photos, various events, 1990s
6. Resettlement board meetings, photos, 1975
7. Annual meeting, photos, 1957, 1958, 1968

8. Annual meeting, photos, 1980s-1990s

Box 3

1. Samuel Lerner, photos, various dates
2. Staff retreats, photos, various dates
3. Stock photos, various dates
4. Events and committee photos, various dates
5. Miscellaneous photos, various dates
6. Staff picnics, photos, 1996, 1997
7. Parties and other events, photos, 1955, 1980s-1996
8. Resettlement Service, photos, various dates
9. Buildings, photos, various dates

Series 2

Box 4

1. Volunteer pamphlets and flyers, various dates
2. Volunteer photos, 1990s
3. Resettlement Service, reports and case stories, 1937-1957
4. Resettlement Service, reports, history, budgets, 1960-1969
5. Resettlement Service, reports, directory, 1972-1981
6. Resettlement Service, reports, budgets, 1980-1989
7. Resettlement Service, reports, bylaws, 1990-1995
8. Resettlement Service, press releases, publicity, pamphlets, 1937-1990s
9. Branch office, 1984-1990
10. Capital Needs and Building Committees, 1950-1961
11. Greenfield Road building, 1970-1976
12. Greenfield Road building, proposal and feasibility study, 1972, 1974
13. Collingwood unit, 1954-1959
14. Shreeman property, 1942-1954
15. Bargman House, 1962-1968

Box 5

1. Joint Committee on Child Care, reports, 1936-1943
2. Child care needs, various reports, 1938-1952
3. Family and Child Care Committee, minutes and documents, 1964-1966
4. Child Placement Committee, documents, 1933-1956
5. Child Placement Committee, documents, 1957-1963
6. Adoption Committee, minutes and reports, 1944-1965
7. Foster care publicity, 1947-1959
8. Foster Home Committee, 1952-1957
9. Foster home project, 1952-1957
10. Volunteer Department program information, 1998

Box 6

1. Children's services, brochures and flyers, various dates.
2. Foster Home Recruitment Project, speaker's kit and documents, 1950s

3. Child Care Study Committee, 1954-1955
4. Children's services, reports, 1930s-1950s
5. Children's services, reports, 1960-1980
6. Child-care services, re-accreditation studies, 1947-1960
7. Friedeberg Memorial Library Fund, 1954, 1965
8. Summer camp, camp worker's report and brochures, 1950-1967
9. The Orchards, 1964-1967
10. Children's Project Committee, meeting minutes, 1946-1949

Box 7

1. Services to the aged, 1947-1957
2. Services to the aged, 1958-1959
3. Services to the aged, 1960-1962
4. Services to the aged, 1962-1963
5. Services to the aged, 1963-1966
6. Services to the aged, 1968, 1980-1987
7. Services to the aged, brochures and invitations, various years
8. Services to the aged, in-home respite care, 1980s
9. Services to the aged, housing and meals on wheels, 1961-1984

Box 8

1. House of Shelter, 1918-1959
2. House of Shelter, 1961-1965
3. House of Shelter, 1966-1969
4. House of Shelter, 1971-1994
- House of Shelter, board of directors meeting minutes, bound volume, 1943-1961

Box 9

1. Group Home Sub-Committee and Sheruth Home Committee, various documents and minutes, 1957-1960
2. Sheruth Home-House Committee, planning documents and minutes, 1961
3. Sheruth House, documents and staff meeting minutes, 1962
4. Sheruth House, various documents, 1963
5. Sheruth House, various documents, 1964
6. Sheruth House, various documents, 1965
7. Sheruth House, various documents, 1966
8. Sheruth House, various documents, 1967-1972

Series 3

Box 10

1. Child Placement Committee and Family Service Committee, various documents, 1956-1960
2. Child Placement Committee and Family Service Committee, various documents, 1960-1962

3. Family Service Committee, meeting minutes and reports, 1963-1964
4. Family Service Committee, meeting minutes and reports, 1964-1966
5. Family Service Committee, meeting minutes and reports, 1968-1969

Box 11

1. Jewish Social Service Bureau (JSSB) and Jewish Family and Children's Services (JFCS), committee lists and manuals, 1945-1984
2. Various committees, reports and memos, 1943-1986
3. Court worker's and police liaison worker's reports, 1946-1955
4. Nominating Committee, reports and minutes, 1943-1975
5. Public Affairs Committee, memos and documents, 1960-1963
6. Supervisors' meeting minutes, 1953-1959

Box 12

1. Staff manuals, various departments, 1947-1991
- 2-3. Jewish Social Service Bureau (JSSB), Procedural handbook and memos, 1948-1952
- 4-5. JSSB, Manual of Agency Policies and Procedures, 1948-1952
- 6-8. JSSB, Child Placement Handbook, 1958
9. Procedural manual and personnel policies, 1985, 1990, 1992

Box 13

1. Reaccreditation study, 1958-1960
2. JFCS five-year projections, 1955-1965
3. Self-appraisal, 1950-1980
4. United Community Services review, JCFS board minutes, 1970-1972
5. Commission on Accreditation of Rehabilitation Facilities (CARF), 1995

Series 4

Box 14

1. Annual reports and board manuals, 1936-1945
2. Annual meeting reports and documents, 1951-1959
3. Annual meeting reports and documents, 1960-1969
4. Annual meeting reports and documents, 1970-1979
5. Annual meeting reports and documents, 1980-1988
6. Annual meeting invitations and documents, 1990-1999, 2008
7. Annual meeting speeches, 1953-1969
8. Annual meeting speeches, 1970-1979
9. Annual meeting speeches, 1980-1988
10. Annual meeting speeches, 1990-1993

Box 15

1. Inter-faith project, 1960s
2. Hebrew Free Loan, 1933-1943
3. Poverty information and programs, 1972-1976
4. Urban crisis, Detroit riots, 1967-1969

5. Housing Relocation Committee, 1967-1978
6. Homemaker Service, 1933-1959, 1974
7. "The Insider," newsletter, 1999-2005
8. Annual meeting reports and documents, 2000-2005

Box 16

1. "Advise Me" Jewish News column, 1973-1974
2. *Jewish Social Work*, book, 1932
3. "Memo," newsletter, 1956-1959
4. "Memo," newsletter, 1960-1962
5. "Memo," newsletter, 1963-1965
6. "Memo," newsletter, 1966-1979
7. "Memo," newsletter, 1980-1990
8. Staff bulletin and union newsletter, 1996-1998
9. "Journeys," newsletter, 1999-2005
10. AFSCME collective bargaining agreements, 1997-2002
11. Union documents and correspondence, 1959-1970

Box 17

1. Psychological Department, 1942-1957
2. Psychological Department reports, 1939-1943
3. State licenses, 1965-1974
4. Guidelines for confidentiality, 1959-1995
5. Intake policies and procedures, 1954, 1991, 1995
6. Mergers with other organizations, 1944-1995
7. Agency services, structure, policies, 1942-1999
8. Case referral and policies, 1939-1987
9. Counseling program, reports and case stories, 1954-1956, 1970, 1973
10. Fees, various reports and documents, 1953-1988
11. By-laws, 1954-1983
12. Program priorities, 1965-1974
13. Strategic plan documents, 1996

Box 18

1. Board member lists, 1925-1998
2. Staff papers, 1935-1959
3. Staff papers, 1960-1999
4. Biographies, correspondence, 1935-1963
5. Staff meeting minutes, 1984-1999
6. Staff retreat, 1998
7. Executive director search, 1998
8. Alan Goodman, files index, undated
9. Memorandum, staff coming and going, 1998
10. Memorandum, staff coming and going, 1999

Box 19

1. Letterhead, 1925-1999
2. Slide scripts, 1959, 1989
3. General publicity, 1933-1995
4. Staff publicity, 1954-1968
- 5-7. Pamphlets and publicity items, various dates
8. 50th anniversary, 1978
9. Publicity and marketing, non-program specific, 1997-1998

Box 20 (unfoldered)

Awards, 1956-2001

Box 21 (unfoldered)

Posters, 1950, 1991-2000

"The Insider," newsletter, 1991-1996

Box 22 (unfoldered)

Program posters, undated

Photos and proof sheets, annual meetings, 1961, 1978-1988, 1991-1997

Photos and proof sheets, people and events, 1959, 1974-1980, 1993-1995

Two sheets of slides, possibly 1985

Series 5

Box 23

1. Scrapbook, 1930-1958
2. Scrapbook, 1959-1979
3. Scrapbook, 1980-1989
4. Scrapbook, 1990-1992

Box 24

1. Scrapbook, 1993-1996
2. Scrapbook, 1997-1998
3. Scrapbook, 1998-2000
4. Scrapbook, 2000 July

Box 25

1. Photo album, 1996-1998
2. Photo album, 1998-1999
3. Photo album, 1999 May

Series 6

Box 26

1. JFS Greenfield office, plans, 1975 October
2. JFS Greenfield office, sketches, undated
3. JFS Greenfield office, remodeling plans, 1977 June
4. JFS Greenfield office, negative images of blueprints, 1976
5. JFS Greenfield office, blueprints, 1975

Box 27

1. JFS Greenfield office, various plans, 1968 April 20
2. JFS Greenfield office, HVAC plans and equipment scheme, 1976
3. JFS Greenfield office, preliminary design, 1975 August 11
4. Reference table and bookcase for Harold Silver's office, details, 1959

Box 28

1. JFS Greenfield office, plans and revisions, 1975 September-October
2. Sheruth Home, blueprints, 1960
3. JFCS Northland office plaza, schematic plans, 1975 March 6
4. JFSC Curtis building, blueprints, 1957 February 5
5. JFS Greenfield office, early flowchart drawing, 1974 May 10
6. JFS Greenfield office, HVAC plans, 1975