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Walter P. Reuther Library

# Guide to the JCA: Jewish Family Service Records UR002349

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English

Describing Archives: A Content Standard

Walter P. Reuther Library

5401 Cass Avenue

Detroit, MI 48202

URL: <https://reuther.wayne.edu>

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## Summary Information

<b>Repository:</b>	Walter P. Reuther Library
<b>Creator:</b>	Jewish Family Service
<b>Title:</b>	JCA: Jewish Family Service Records
<b>ID:</b>	UR002349
<b>Date [inclusive]:</b>	1918-2000
<b>Physical Description:</b>	22.5 Linear Feet (19 MB, 3 SB, 6 OS)
<b>Language of the Material:</b>	Material entirely in English.
<b>Abstract:</b>	Jewish Family Service of Metropolitan Detroit (JFS) is a social service organization for the Detroit area Jewish community. Founded in 1928, the organization was created from the joining of the Hebrew Ladies Sewing Circle and the Self Help Circle. JFS mostly aided Jewish families new to America until the aftermath of the WWII. After the war, JFS worked towards the resettlement of Holocaust survivors and Jewish refugees displaced by the Soviet Union. Today, JFS performs a variety of social services for the greater southeast Michigan community. These records are made up of a variety of materials documenting the many projects and internal operations of JFS. The Photographic Materials series and the Major Services and Programs series reflect the organization's special events and campaigns. The Committees and Manuals series along with Inter-Agency Material series provide a window into the internal operations and day-to-day work of JFS through correspondence, staff training booklets and meeting records. Scrapbooks, containing newspaper clippings and photographs, highlight the notable accomplishments and prominent members of JFS. The Architectural Records series contains oversized blueprints and drawings of several facilities constructed to expand the operations of JFS.

### 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"

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## History

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Jewish Family Service of Metropolitan Detroit (JFS) is a social service for the Detroit area Jewish community. Founded in 1928, the organization was created from the joining of the Hebrew Ladies Sewing Circle and the Self Help Circle. JFS mostly aided Jewish families new to America until the aftermath of the WWII, when it worked toward the resettlement of Holocaust survivors and Jewish refugees displaced by the Soviet Union. Today, JFS performs a variety of social services for the greater southeast Michigan community.

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## Scope and Content

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Jewish Family Service Records are made up of a variety of materials documenting the many projects and internal operations of JFS. Series 1 (Photographs) and Series 2 (Major Services and Programs) reflect the organization's special events and campaigns. The Committees and Manuals series along with Inter-Agency Material series provide a window into the internal operations and day-to-day work of JFS through correspondence, staff training booklets and meeting records. Scrapbooks, containing newspaper clippings and photographs, highlight the notable accomplishments and prominent members of JFS. 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.) Family services Holocaust survivors Jewish Federation of Metropolitan Detroit Jewish refugees Jews -- Charities Older People Philanthropy

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## Arrangement of the Jewish Family Service Records

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Arranged in 6 series: Series 1-Photographs, 1955-1999 (Boxes 1-3). Series 2-Major Services and Programs, 1918-1990 (Boxes 4-9). Series 3-Committees and Manuals, 1943-1995 (Boxes 10-13). Series 4-Inter-Agency Material, including posters, photos, awards, 1925-2008 (Boxes 14-22). Series 5-Photos, Scrapbooks, Photo Albums, 1930-2000 (Boxes 22-25). Series 6-Architectural Records, 1957-1977 (Boxes 26-28).

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## Administrative Information

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### Publication Statement

Walter P. Reuther Library

5401 Cass Avenue

Detroit, MI 48202

URL: <https://reuther.wayne.edu>

### Acquisition

Deposited at the Reuther Library on July 27, 2012, by the Jewish Federation of Metropolitan Detroit as part of the Jewish Community Archives.

### Processing History

Finding aid written by staff at the Jewish Community Archives; edited by Gavin Strassel on September 3, 2014.

### Use

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

### Access

Collection is open for research.

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## Related Materials

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### Related Material

Jewish Community Archives collections at the Reuther Library, including Jewish Federation of Metropolitan Detroit Records, Jewish Home for the Aged Records, Jewish Apartments and Services Records and Jewish Community Council Records.

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## Controlled Access Headings

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- Community service
  - Jews. American
  - Immigrants -- United States
  - Family services
  - Older people
  - Charity organization
  - Jewish Federation of Metropolitan Detroit
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## Collection Inventory

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### Series 1: Photographs, 1955-1999

Title/Description	Instances	
Event photos, 1990s	1	folder 1
Event photos, 1970s-1980s	1	folder 2
Birthday parties and showers, photos, 1989-1993	1	folder 3
Volunteers and programs, photos, various dates	1	folder 4
Farewell parties, photos, 1985-1997	1	folder 5
Group apartments, photos, various dates	2	folder 1-2
Employees and leaders, photos, various dates	2	folder 3
Resettlement, various events, photos, 1990s	2	folder 4-5
Resettlement, board meetings, photos, 1975	2	folder 6
Annual meetings, photos, 1957, 1958, 1968	2	folder 7
Annual meetings, photos, 1980s-1990s	2	folder 6
Samuel Lerner, photos, various dates	3	folder 1
Staff retreats, photos, various dates	3	folder 2
Stock photos, various dates	3	folder 3
Events and committees, photos, various dates	3	folder 4
Miscellaneous photographs, various dates	3	folder 5

Staff picnics, photos, 1996, 1997	3	folder 6
Parties and other events, photos, 1955, 1980s-1996	3	folder 7
Resettlement Service, photos, various dates	3	folder 8
Buildings, photos, various dates	Box 3	Folder 9
Volunteers, photos, 1990s	Box 3	folder 10

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## Series 2: Major Services and Programs , 1918-1990

Title/Description	Instances	
Volunteer pamphlets and flyers, various dates	4	folder 1
Resettlement Service (RS), reports, case stories, 1937-1957	4	folder 2
RS, reports, history, budgets, 1960-1969	4	folder 3
RS, reports, directory, 1972-1981	4	folder 4
RS, reports, budgets, 1980-1989	4	folder 5
RS reports, bylaws, 1990-1995	4	folder 6
RS, press releases, publicity, pamphlets, 1937-1990s	4	folder 7
JFS branch office, 1984-1990	4	folder 8
Capital Needs and Building Committees, 1950-1961	4	folder 9
Greenfield Road building, 1970-1976	4	folder 10
Greenfield Road building, proposal, feasibility study, 1972, 1974	4	folder 11
Collingwood unit, 1954-1959	4	folder 12
Shreeman property, 1942-1954	4	folder 13
Bargman House, 1962-1968	4	folder 14
Joint Committee on Child Care, reports, 1936-1943	5	folder 1
Child Care Needs, various reports, 1938-1952	5	folder 2
Family and Child Care Committee, minutes, documents, 1964-1966	5	folder 3
Child Placement Committee, documents, 1933-1956	5	folder 4
Child Placement Committee, documents, 1957-1963	5	folder 5
Adoption Committee, minutes, reports, 1944-1965	5	folder 6
Foster care publicity, 1947-1959	5	folder 7
Foster Home Committee, 1952-1957	5	folder 8

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Volunteer Department, program information, 1998	Box 5	Folder 10
Foster Home project, 1952-1957	5	folder 9
Children's Services, brochures, flyers, various dates	6	folder 1
Foster Home Recruitment Project, speaker's kit, documents, 1950s	6	folder 2
Child Care Study Committee, 1954-1955	6	folder 3
Children's Services, reports, 1930s-1950s	6	folder 4
Children's Services, reports, 1960-1980	6	folder 5
Child Care Services, re-accreditation studies, 1947-1960	6	folder 6
Friedeberg Memorial Library Fund, 1954, 1965	6	folder 7
The Orchards, 1964-1967	Box 6	Folder 9
Children's Project Committee, meeting minutes, 1946-1949	Box 6	Folder 10
Services to the aged, 1947-1957	7	folder 1
Services to the aged, 1958-1959	7	folder 2
Services to the aged, 1960-1962	7	folder 3
Services to the aged, 1962-1963	7	folder 4
Services to the aged, 1963-1966	7	folder 5
Services to the aged, 1968, 1980-1987	7	folder 6
Services to the aged, brochures, invitations, various years	7	folder 7
Services to the aged, in-home respite care, 1980s	7	folder 8
Services to the aged, housing and meals on wheels, 1961-1984	7	folder 9
House of Shelter, 1918-1959	8	folder 1
House of Shelter, 1961-1965	8	folder 2
House of Shelter, 1966-1969	8	folder 3
House of Shelter, 1971-1994	8	folder 4
House of Shelter, board of directors meeting minutes, bound volume, 1943-1961	Box 8	Item 5
Group Home Sub-Committee, Sheruth Home Committee, minute, various documents, 1957-1960	9	folder 1
Sheruth Home-House Committee, planning documents, minutes, 1961	9	folder 2
Sheruth House, staff meeting minutes, documents, 1962	9	folder 3
Sheruth House, various documents, 1963	9	folder 4
Sheruth House, various documents, 1964	9	folder 5



Sheruth House, various documents, 1965	9	folder 6
Sheruth House, various documents, 1966	9	folder 7
Sheruth House, various documents, 1967-1972	9	folder 8

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### Series 3: Committees and Manuals, 1943-1995

Title/Description	Instances	
Child Placement Committee, Family Service Committee, various documents, 1956-1960	10	folder 1
Child Placement Committee, Family Service Committee, various documents, 1960-1962	10	folder 2
Family Service Committee, meeting minutes, reports, 1963-1964	10	folder 3
Family Service Committee, meeting minutes, reports, 1964-1966	10	folder 4
Family Service Committee, meeting minutes, reports, 1968-1969	10	folder 5
Jewish Social Service Bureau (JSSB), Jewish Family and Children's Services (JFCS), committee lists, manuals, 1945-1984	11	folder 1
Various JFS Committees, reports, memos, 1943-1986	11	folder 2
Court workers, police liaison workers, reports, 1946-1955	11	folder 3
Nominating Committee, reports, minutes, 1943-1975	11	folder 4
Public Affairs Committee, memos, documents, 1960-1963	11	folder 5
Supervisors' meetings, minutes, 1953-1959	11	folder 6
Staff manuals, various departments, 1947-1991	12	folder 1
Jewish Social Service Bureau (JSSB), procedural handbook, memos, 1948-1952	12	folder 2
JSSB, procedural handbook, memos, 1948-1952	12	folder 3
JSSB, Manual of Agency Policies and Procedures, 1948-1952	12	folder 4
JSSB, Manual of Agency Policies and Procedures, 1948-1952	12	folder 5
JSSB, Child Placement Handbook, 1958	12	folder 6
JSSB, Child Placement Handbook, 1958	12	folder 7
JSSB, Child Placement Handbook, 1958	12	folder 8
Procedural manual and personnel policies, 1958, 1990, 1992	12	folder 9
Reaccreditation study, 1958-1960	13	folder 1
JFCS five-year projections, 1955-1965	13	folder 2

JFS self-appraisal, 1950-1980	13	folder 3
United Community Services (UCS) program review, JCFS board minutes, 1970-1972	13	folder 4
Commission on Accreditation of Rehabilitation Facilities (CARF), accreditation, 1995	13	folder 5

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## Series 4: Inter-Agency Material, 1925-2008

Title/Description	Instances	
Annual reports, board manuals, 1936-1945	14	folder 1
Annual meeting reports, documents, 1951-1959	14	folder 2
Annual meeting reports, documents, 1960-1969	14	folder 3
Annual meeting reports, documents, 1970-1979	14	folder 4
Annual meeting reports, documents, 1980-1988	14	folder 5
Annual meeting invitations, documents, 1990-1999, 2008	14	folder 6
Annual meeting speeches, 1953-1969	14	folder 7
Annual meeting speeches, 1970-1979	14	folder 8
Annual meeting speeches, 1980-1988	14	folder 9
Annual meeting speeches, 1990-1993	14	folder 10
Interfaith Project, 1960s	15	folder 1
Hebrew Free Loan Association, 1933-1943	15	folder 2
Poverty information and programs, 1972-1976	15	folder 3
Urban Crisis, Detroit riots, 1967-1969	15	folder 4
Housing Relocation Committee, 1967-1978	15	folder 5
Homemaker Service, 1933-1959, 1974	15	folder 6
"The Insider," newsletter, 1999-2005	Box 15	Folder 7
Annual meeting reports, documents, 2000-2005	Box 15	Folder 8
"Advise Me," Jewish News column, 1973-1974	16	folder 1
"Jewish Social Work," book, 1932	16	folder 2
"Memo," JFS newsletter, 1956-1959	16	folder 3
"Memo," JFS newsletter, 1960-1962	16	folder 4
"Memo," JFS newsletter, 1963-1965	16	folder 5
"Memo," JFS newsletter, 1966-1979		

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	16	folder 6
"Memo," JFS newsletter, 1980-1990	16	folder 7
Staff bulletin, union newsletter, 1996-1998	16	folder 8
"Journeys," newsletter, 1999-2005	16	folder 9
AFSCME collective bargaining agreements, 1997-2002	Box 16	Folder 10
Union documents, correspondence, 1959-1970	Box 16	Folder 11
Psychological Department, 1942-1957	17	folder 1
Psychological Department, reports, 1939-1943	17	folder 2
State licenses, 1965-1974	17	folder 3
Guidelines for confidentiality, 1959-1995	17	folder 4
Intake policies and procedures, 1954, 1991, 1995	17	folder 5
JFS mergers with other organizations, 1944-1995	17	folder 6
Agency services, structure, policies, 1942-1999	17	folder 7
Case referral, policies, 1939-1987	17	folder 8
Counseling program, reports, case stories, 1954-1956, 1970, 1973	17	folder 9
Fees, various reports, documents, 1953-1988	17	folder 10
By-laws, 1954-1983	17	folder 11
Program priorities, 1965-1974	17	folder 12
Strategic plan documents, 1996	17	folder 13
Board member lists, various years, 1925-1998	18	folder 1
JFS staff papers, 1935-1959	18	folder 2
JFS staff papers, 1960-1999	18	folder 3
Biographies, correspondence, 1935-1963	18	folder 4
JFS staff meetings, minutes, 1984-1999	18	folder 5
Staff retreat, 1998	18	folder 6
Executive director search, 1998	18	folder 7
Alan Goodman, files index, undated	18	folder 8
Staff coming and going, memorandum, 1998	18	folder 9
Staff coming and going, memorandum, 1999	18	folder 10
JFS letterhead, 1925-1999	19	folder 1
Slide scripts, 1959, 1989	19	folder 2
JFS general publicity, 1933-1995	19	folder 3

JFS staff publicity, 1954-1968	19	folder 4
JFS pamphlets and publicity items, various dates	19	folder 5
JFS pamphlets and publicity items, various dates	19	folder 6
JFS pamphlets and publicity items, various dates	19	folder 7
JFS 50th Anniversary, 1978	19	folder 8
Publicity and marketing, non-program specific, 1997-1998	19	folder 9
Awards, various, 1956-2001	20	Items 1
Posters 1950, 1990s, 2000	21	Items 1
Newsletters, 1991-1998	21	Items 2
Program posters, undated	22	Items 1

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## Series 5: Scrapbooks and photo albums, 1930-2000

Title/Description	Instances	
Annual meetings, photos and proofs sheets, 1961, 1978-1988, 1991-1997	Box 22	Items 2
People and events, photos and proof sheets, 1959, 1974-1980, 1991-1997	Box 22	Items 3
Two sheets of slides, possibly 1985	Box 22	Items 4
"JFS Scrapbook," 3-ring binder, 1930-1958	Box 23	Scrapbook 1
"JFS Scrapbook," 3-ring binder, 1959-1979	Box 23	Scrapbook 2
"JFS Scrapbook," 3-ring binder, 1980-1989	Box 23	Scrapbook 3
"JFS Scrapbook," 3-ring binder, 1990-1992	Box 23	Scrapbook 4
"JFS Scrapbook," 3-ring binder, 1993-1996	Box 24	Scrapbook 1
"JFS Scrapbook," 3-ring binder, 1997-1998 September	Box 24	Scrapbook 2
"JFS Scrapbook," 3-ring binder, 1998 October-2000 June	Box 24	Scrapbook 3
"JFS Scrapbook," 3-ring binder, 2000 July	Box 24	Scrapbook 4
"Photo Album I," 1996 March-1998 March	Box 25	Scrapbook 1
"Photo Album II," 1998 April-1999 April	Box 25	Scrapbook 2
"Photo Album III," 1999 May-December	Box 25	Scrapbook 3

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**Series 6: Architectural records, 1957-1977**

<b>Title/Description</b>	<b>Instances</b>	
JFS Greenfield office, plans, 1975 October	26	folder 1
JFS Greenfield office, sketches, undated	26	folder 2
JFS Greenfield office, remodeling plans, 1977 June	26	folder 3
JFS Greenfield office, negative images of blueprints, 1976	26	folder 4
JFS Greenfield office, blueprints, 1975	26	folder 5
JFS Greenfield office, various plans, 1968 April 20	27	folder 1
JFS Greenfield office, HVAC plans and equipment scheme, 1976	27	folder 2
JFS Greenfield office, preliminary design, 1975 August 11	27	folder 3
Harold Silver's office, details of reference table and bookcase, 1959	27	folder 4
JFS Greenfield office, final plan and revisions, 1975 September 29-October 18	28	folder 1
Sheruth Home, blueprints, 1960	28	folder 2
JFCS Northland office plaza, schematic plans, 1975 March 6	28	folder 3
JFCS Curtis building, blueprints, 1957 February 5	28	folder 4
JFS Greenfield office, early flowchart drawing, 1974 May 10	28	folder 5
JFS Greenfield office, HVAC plans, 1975	28	folder 6

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