Records of the Office of the Adviser to the President on American Jewish Affairs: A Guide to Its Records at the Jimmy Carter Library

Collection Summary

Creator: Office of the Adviser to the President on American Jewish Affairs

Title: Records of the Office of the Adviser to the President on American Jewish Affairs

Dates: 1978-1980

Quantity: 9 linear feet, 7 linear inches open for research, 22 Containers

Identification:
Accession Number: Accession No. 80-1
Archival Research Catalog (ARC) Identification Number: 1089

Scope and Content:
The files consist of correspondence, memoranda, notes, briefing materials, speeches, press releases, news clippings and miscellaneous printed materials that represent the function of this office. These materials illustrate how the office formulated administration policies for the White House in establishing support for the Carter Administration's policies among American Jewish leaders and Jewish organizations.

These files document how the Adviser to the President for Jewish Affairs worked with Jewish leaders and organizations on issues including U.S. aid to Israel; the Camp David negotiations; the overall Middle East situation; coordinating commemorations of the Holocaust; Soviet and East European Jews emigration to other nations; and assisting in the drafting of the Executive Order establishing a special Justice Department unit to investigate alleged Nazi war criminals residing in the U.S.

Creator Information: Office of the Adviser to the President on American Jewish Affairs
The Administration considered the American Jewish community a key constituency whose support was critical to the outcome of the 1980 presidential election. Ed Sanders and Alfred Moses both served as advisors to the President on American Jewish affairs and as liaisons to the Jewish community. Ed Sanders served as adviser from July 1978, until early March 1980, when he was succeeded by Al Moses, who served until the end of
the administration. The function of this office is to address the various concerns of American Jewish leaders, organizations, and individuals.

As liaison, Sanders represented administration policy toward Israel and addressed the concerns of Jewish Americans who disagreed with the approach the administration was taking to secure a settlement between Israel and the Arab nations. Moses in particular played an active role during the 1980 presidential campaign in attempting to solidify American Jewish support for the administration’s Middle East policies. Although Sanders and Moses dealt with some of the substantive aspects of the Middle East treaties, their office primarily served a public outreach function and was not directly involved in the formulation of foreign policy.

Biographical information on key office personnel is located at the end of the finding aid.

Restrictions:
Restrictions on Access: These papers contain documents restricted in accordance with Executive Order 12958, which governs National Security policies, and material which has been closed in accordance with the donor’s deed of gift.

Terms Governing Use and Reproduction: Copyright interest in these papers has been donated to the United States Government. Some of the records may be subject to copyright restrictions (i.e. newspapers, publications, etc). Researchers should contact the publisher for further information.

Related Material:
Related materials in this repository: Domestic Policy Staff: Eizenstat; Carter-Mondale Campaign Committee Director’s and Issues Office

Index Terms:
Persons: Edward Sanders, Alfred Moses, Sara Seanor, Marc Grossman

Organizations: Jewish Community Services, Jewish Federation, Jewish Organizations

Subjects: Jewish Press; Soviet Jewry; Holocaust Commemoration; Human Rights

Places: Israel; Middle East; Camp David

Types of Material: Memoranda, correspondence, briefings, invitations, publications, news clippings and telegrams

Administrative Information:
Preferred citation: [Type of Document], [Names of Sender and Recipient or Title of Document], [Date], [Collection Title], [Series Title], [Folder Title], [Box Number], Jimmy Carter Presidential Library.
Acquisition information: These historical materials were received under provisions of the instrument of gift that Jimmy Carter signed January 31, 1981.

Processing information: The series of the collection were opened in July 1989.

System of Arrangement:
The records of Jewish Affairs are divided into eight series:

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Detailed Description of the Collection

**Alfred Moses’ Subject Files**
Scope and Content: Containers 1-17. This series was opened in July 1989. This series contains correspondence, memoranda, publications, briefing agendas, appointment requests, telegrams, requests, telegrams, telephone messages, notes, speech drafts, invitations, photographs and press clippings. This material relates to the White House efforts to establish support for administration policies among American Jewish leaders and organizations. The foreign policy briefings were prepared to inform Jewish Americans on such topics as U.S. aid to Israel, the Camp David negotiations and the overall situation in the Middle East. Arranged alphabetically by folder title.

**Alfred Moses’ 1980 Chronological Files**
Scope and Content: Containers 17-18. This series opened in July 1989. This series consists of correspondence, publications, speeches, memoranda, briefing materials, telegrams, news clippings and telephone messages. Most of the correspondence deals with responses from the heavy volume of mail from individuals and groups. Arranged chronologically.

**Alfred Moses’ 1980 Campaign Files**
Scope and Content: Containers 18-19. This series opened in July 1989. This series contains briefing material, news clippings, memoranda, correspondence, speeches, briefing schedules, telephone messages, political contact lists, itineraries, agendas and campaign literature. Arranged alphabetically by folder title.

**Sara Seantor’s Subject Files**
Scope and Content: Containers 20-21. This series opened in July 1989. This series contains campaign literature, news clippings, memoranda, position papers, background material, briefing materials, correspondence, political contact lists, speeches, telegrams and telephone messages relating to the 1980 campaign. Arranged alphabetically by folder title.
**Marc Grossman’s Subject Files**
Scope and Content: Containers 21-22. This series opened in July 1989. This series contains correspondence, memoranda, briefing material, notes, telegrams, telephone messages and news clippings. Arranged alphabetically by folder title.

**Edward Sanders’ Memoranda Files**
Scope and Content: Container 1. This series opened in July 1989. This series contains notes, memoranda, appointment schedules, visitor lists, speech drafts, organization lists, briefing papers, meeting agendas and resumes. This material primarily deals with routine internal notes dealing with Sanders’ duties as liaison. Arranged chronologically.

**Edward Sanders’ Correspondence Files**
Scope and Content: Containers 1-3. This series opened July 1989. This series contains correspondence, letters, notes, telegrams, publications, news clippings, invitations and resumes. This material mainly relates to correspondence received primarily from Jewish citizens and organizations. Also included are official replies to the comments, requests, suggestions and inquiries expressed in the correspondence. Arranged chronologically.

**Edward Sanders’ Press Files**
Scope and Content: Container 3. This series was opened in July 1989. This series contains newspaper and magazine clippings, publications; press booklets, press summaries, radio and television broadcast transcripts and press releases. This material relates to issues which concern the Jewish community. Arranged chronologically.

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Biographical Information

Edward Sanders

Edward Sanders served as President of the American Israeli Public Affairs Committee from 1975-1976. In 1976, he was the Deputy National Campaign Director for the Carter campaign. He served as Senior Advisor to the President for Jewish Affairs from July 1978 until early March 1980. In 1980, he returned to his Los Angeles firm and worked for the Carter/Mondale re-election campaign.

Alfred H. Moses

Alfred H. Moses was born in 1929 in Baltimore, Maryland. He received his B.A. at Dartmouth College. He served in the military as Lieutenant, U.S. Navy and was assigned to National Security Agency as analyst in Chinese affairs and military communication from 1952-1956. In 1956, he earned his J.D. at Georgetown Law Center. From 1970-1971 he was an advisor for the District of Columbia government. In 1977, he served as Chairman of the Negotiating Committee for the Business Roundtable. He served as Special Advisor to President Carter for Jewish Affairs, from early 1980-1981. In 1981, he returned to the private law practice firm of Covington and Burling, in Washington, D.C.