



Welcome Helping Families!

Thank you for participating in this mitzvah which is a vital part of creating a welcoming environment for our members and guests alike. We are depending on each helping family so that we have ushers and greeters to ensure the comfort and safety of all of our guests. If you are unable to participate on your assigned date, please call other helping families on other dates to facilitate a switch. Families who do not attend on their designated date will be assessed a \$250.00 fee. Each helping family must provide two (2) adults to assist on your assigned day. The Bar or Bat Mitzvah student in your family is not counted as one of the adults you must provide.

Outlined below are guidelines to aid you in making all of our B'nei Mitzvah services memorable occasions. When you arrive at Beth Am you will be reporting to one of our B'nei Mitzvah Overseers. He or she will direct you from there. Your assistance as a Helping Family is greatly appreciated. Your purpose as a helping family is to welcome our guests. You will be assigned to various positions throughout the sanctuary and the building so that our guests may safely enter the building and pray as a community during the service. Please dress as a guest, and help celebrate our families' happy day. Plan on arriving 45 minutes prior to the service (9:15 am for a 10:00 am service and 3:15 pm for a 4 pm service and plan on staying through the end of the service Security personnel is a requirement at all Bar and Bat Mitzvah services. The security personnel is responsible for monitoring the behavior of our young adult guests. Please assist our security personnel by helping to model the behavior that is expected of our guests.

Guidelines for helping in the sanctuary

Ushers- hand out books and direct the young adult guests to the escorts who will walk them to their seats.

Remain in the back during the service to assist our guests who come and go

Escorts-Escorts will work in tandem with the Ushers to seat our young adult guests. After they are seated, escorts will remain in the aisles or seated with the young adults during the service.

Floater-Floater will act as needed either as an escort, or usher. During the service the floater will join the escorts in the aisles or seated with the young adults.

Front Door Minder/Foyer-Front Door minder will watch the front door until the maintenance person is available. The front door person will then move to the foyer and will be responsible for making sure that the guests come and go in an orderly fashion. In the rare instance that a guest needs to be removed from the sanctuary, the foyer person will sit with this guest.

Sanctuary Overseer- Our overseers are in charge of our helping families. Any issues that arise with our guests need to be reported directly to them.

Guidelines for leaving the Sanctuary during worship services

No more than two children can leave the sanctuary at any one time.

No one can leave or be seated while the Ark is open or while people are standing

We encourage our guests to remain seated during the Torah and Haftarah reading. If someone must leave please escort him or her out at appropriate breaks in the service (change in readers, change in honorees)

Kiddush

Our Saturday Kiddush is challah and juice unless there is a private rental. Please be prepared to assist the maintenance staff in taken challa and juice back to the kitchen at the end of the Kiddush.