

2008 GREETER GUIDE

Congregation Or VeShalom

Greeter duties and responsibilities are, as follows:

- A. Arrive at the Keilah on Shabbat morning in time to take station at the front doors of the Sanctuary between **9:15 and 9:30 AM**
- B. Assist members and guests in obtaining the Shabbat prayer book, Pentateuch (Five Books of Moses), Shabbat bulletin and the Rabbi's Shabbat handout or Bar/Bat Mitzvah handout, if applicable
- C. Assist members and guests to find seats should they require assistance, especially during a heavily-attended Shabbat service
- D. Assure maintenance of proper decorum in the hallways outside the Sanctuary
- E. Out of respect for our Rabbi and the Bar/Bat Mitzvah, keep Sanctuary doors closed when Rabbi Kassorla or the Bar/Bat Mitzvah are explaining the Torah reading or delivering an address

Please be aware of the following essential rules when members and guests enter the Sanctuary:

- 1. Jewish males must wear a Kippah or head covering. It is customary for Jewish adult males to wear a Tallit.
- 2. Non-Jewish males must wear a Kippah or head covering, but Tallit is not appropriate.
- 3. The entire OVS building is a "no-cell phone zone" on Shabbat. This applies to all electronic communication devices, such as pagers and PDAs).