

How to be an Usher for Sunday Morning Rosh Hodesh Services

We need ushers at our Services to ensure a quiet and respectful service. You will appreciate the efforts of the ushers on the day of your child's Bar or Bat Mitzvah just as you will be appreciated when it's your turn.

There are usually four ushers assigned to each service, allowing two to stand inside the sanctuary doors and two outside the doors in the lobby. The ushers inside the doors are responsible for closing and opening the doors throughout the service (see guidelines below). The ushers in the lobby are responsible for keeping the noise level low, especially when there are many people waiting to enter the sanctuary. Ushers may also roam about to ensure respectful behavior throughout the building, especially from children and teens.

- Smoking is prohibited in the synagogue at all times.
- Ask all males to wear a kippah while inside the building.
- All Jewish men aged 13 and over should be asked to wear a Tallit in the sanctuary. Unmarried men who object may refrain. Non-Jewish men should not wear Tallit. The wearing of Tefillin is optional for Jewish members of the congregation.
- All adult women should be asked to wear a head covering while in the sanctuary. Women who object may refrain.
- Females are asked that their shoulders be covered in the sanctuary. Shawls are available for loan in the lobby cabinets.
- Doors to the sanctuary must remain closed and entry restricted during:
 - Bar'khu (page 30)
 - Sh'ma (page 33)
 - Amidah (pages 36-44), especially Kedushah (page 37)
 - Torah Service:
 - When the ark is open to take out the Torah (pages 65)
 - During recitation of blessings and reading from Torah, but allow people to enter in the brief periods *between* aliyot
 - Speeches (Bar/Bat Mitzvah, Rabbi, WJC Officer), but open doors briefly before & after the Bar/Bat Mitzvah speech
 - When the ark is open to return the Torah (pages 76-77)
 - Musaf Amidah (pages 104-115), especially Kedushah (page 105)
- If there is a Kiddush set up in the Lobby, do not allow people to eat or drink from it until services are over.

Too complicated? A good rule of thumb is to keep the doors closed whenever: <ul style="list-style-type: none">-The ark is open-The congregation is standing-Kaddish is being recited-Someone is giving a speech or reciting a reading
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Thank you in advance for serving as an usher at our morning services.