



# Congregation Beth El

SUDBURY, MA

## Parking Director Guidelines for High Holidays 2022/5783

### Parking Overview

- **For Erev Rosh Hashanah and Rosh Hashanah Day 2**, we will use the Beth El parking lot. There will be no shuttle bus to Sudbury Town Hall.
- **For all other services**, we will use the parking lot behind Sudbury Town Hall and the Beth El parking lot. A shuttle bus will run continuously between Sudbury Town Hall and Beth El. When the Beth El parking lot is full, drivers should be directed to drop off their passengers near the island in the parking lot and proceed to Sudbury Town Hall.
- **Parking spaces adjacent to the building are reserved for attendees with mobility challenges and families with young children for ALL services.**
- For safety, no cars should park on the side of the exit to Hudson Road, or blocking the driveway behind the building.
- There will be a Sudbury Police detail or a private security guard present for all services.
- *No Parking* signs provided by Sudbury Police will be posted on Hudson Road to discourage parking there.
- There will be two parking directors per shift (if we can recruit sufficient volunteers). Unlike last year, there will be no parking director at Sudbury Town Hall.
- Greeters will be stationed at a table in the Beth El parking lot in the space to the right of the side entrance (nearest the office).

### Before You Leave Home

- **Plan on arriving at least 30 minutes before your shift begins** and even earlier so you can park at Sudbury Town Hall if your shift is during the 2nd service on Rosh Hashanah or Yom Kippur, or Kol Nidre.
- **Collect your high holidays ticket, your Beth El key fob, and your Beth El nametag** (if you previously left it at home) **and bring them with you.**

### When You Arrive

- **Put on your nametag.** If yours is unavailable, make a temporary one with the supplies provided on the table outside the sanctuary doors.
- **Put on a reflective vest** which will be in a box at the greeter's table.
- **Meet with the other parking director and decide on your roles (see below).**

- **Take a walkie talkie** from a box at the greeter's table and familiarize with its operation by practicing with the other parking director. Use this for communicating between parking directors and with the greeters.

## When Cars or the Shuttle Bus Arrive

- One director should be stationed near the front entrance to **greet the driver in each car and tell them to continue moving to the parking lot or to the island for drop off.** The purpose is to avoid having cars back up onto Hudson Rd. to create a traffic hazard. A temporary sign near the front entrance will inform drivers *NO Drop Off, NO Entrance.*
- The other director should guide cars to empty spaces in the parking lot and guide vehicles carrying young children and those with limited mobility to the reserved spaces.
- When guiding cars to park, first fill the center spaces with cars facing away from the building for easier exit and then the perimeter spaces. When conditions permit, ask drivers filling perimeter spaces to back in so they can exit more safely later.
- Ensure that handicapped spaces are filled by vehicles with handicap plates, and that vehicles parking in the other reserved spaces meet the qualifications, *i.e.* that one or more passengers has limited mobility or that one or more is a young child, age 0-3.
- Direct everyone exiting a car or the shuttle bus to the greeter's table.
- **Greet congregants and guests you encounter with "L'Shanah Tovah" and/or "Nice to see you."** These greetings are recommended by our anti-racism committee in their guidelines for greeting Jews of Color and BIPOC, which are included at the end of this document.
- **Be aware of possible safety and security risks** and notify the other parking director, the greeters and/or the on-site Sudbury Police detail or security guard about any concerns, or directly calling 911 as the situation warrants.

## When the Service Ends

- If a preceding service ends at the beginning of your shift, assist drivers who have been waiting to back out of their parking spaces by stopping other cars in the aisle and providing guidance through hand gestures and voice, as the situation warrants.
- Return your reflective vest and the walkie talkie to the boxes at the greeter's table or transfer them to a parking director for the next service.

## Guidelines for Greeting Jews of Color and BIPOC

The following suggestions recognize that Jews of Color, and other BIPOC, almost never get to be in a Jewish space without being quizzed or challenged on their Jewish identity, or accorded unwanted special attention.

<p><b>Do</b> Greet people as you wish to be greeted, recognizing that your words may land differently with BIPOC than with white people. Be warm, calm, and authentic.</p>	<p><b>Avoid</b> Making assumptions about other people's racial or Jewish identity or whether they belong to Beth El.</p> <p>Being overly enthusiastic or solicitous.</p>	<p><b>Be aware</b> That your words can be interpreted as "othering" even if that is not your intent</p>
<p><b>Say:</b> "Shabbat Shalom," "L'Shana Tova," "Nice to see you"</p>	<p><b>Avoid saying:</b> "Are you a member?" "Have you been here before?" "Welcome!" "Where are you from?" "When/why did you convert to Judaism?" "You don't look Jewish"</p>	<p><b>Potential implications</b> You think they are a guest rather than a member, or not Jewish; You belong and they don't. Even if you say "welcome" you are assuming they are guests and not members.</p>