



Dear Member,

I am towards the end of my second year as Chairman of the community and I am so proud of what we have achieved together. I am astounded at times by the amount of time people give up for our community and I am so grateful for the 100's of volunteers who contribute on a daily, weekly or monthly basis. It has certainly been an interesting challenge trying to refocus the community for this generation. In the digital age every company is striving to create a unique and personalised customer experience and every consumer expects to be able to interact in a way that is unique to them and works for them. Indeed, within our community life we are always trying to ensure we have something for everyone and that at communal events and activities everyone can feel they have been catered for and considered. We are an amazing community, but we can be even better when it comes to creating a meaningful and personal experience for each and every member. It is a huge challenge but perhaps we can learn from the Seder.

Everyone has their favourite part of the Seder, their favourite tune or custom, their favourite of the special foods we eat, their favourite family tradition. What is truly remarkable about the Seder night is that whilst the words are consistent pretty much everywhere, the experience at one Seder is almost certainly unique to the experience of every other Seder anywhere in the world. Each of us have our own twists, emphasis and atmosphere at our Sedarim, often taking the time to ensure that everyone attending can bring a little of themselves to the proceedings.

What makes each Seder so special is that everyone gets involved, everyone has a care to make sure they project some of themselves onto proceedings and importantly everyone tries to ensure that those around them, whatever their age, are able to benefit from the shared experience. As a community this is our challenge and needs to be our main focus. Let's work to make sure that every member feels they have a place at 'our table', that they have a space and a platform to contribute, and above all, our lives are enriched by the experience.

On the 30th of May we will be conducting our AGM. It is my belief our AGM should be the point where we come together to reassess our priorities and recommit to an enhanced version of our common purpose. Where we celebrate our achievements and draw inspiration to aim for even greater heights. This year at our AGM, just as last year, we are going to do our best to move away from multiple speeches and move towards shaping a conversation around some of the key focus areas of the community. We will be celebrating our communal achievements and recognising 6 volunteers who have given to our community in a significant way through our 2nd annual "Besties" awards and reception after the AGM. Please put the date in your diary and make every effort to come and participate in our discussion.

In addition to that you will find enclosed in this pack information about the volunteering opportunities available both in a formal capacity as an HO or within the Synagogue Council, or within one of our vibrant and passionate subcommittees. I am excited that we will be expanding the number of positions at every level of our community and would encourage you to explore the roles on the following pages. Successful communities need strong leaders and if you think you have something to offer, please don't be put off from having a conversation with either me or one of the HO's.

Wishing you all a Chag Kasher V'Sameach

S A Mitchell

Simon Mitchell – Chair

Enclosures

- Notice of the Annual General Meeting
- Agenda for the Annual General Meeting
- BES governance model
- Synagogue Council Portfolios
- Nomination forms for the Honorary Officers
- Nomination forms for the Synagogue council
- Nomination form for Wardens of Alternative Minyans
- Rabbinic structure and FAQ

Borehamwood & Elstree Synagogue

PO Box 47 Croxdale Road, Borehamwood, Herts WD6 4QF

Tel: 020 8386 5227 Email: info@borehamwoodshul.org Web: www.borehamwoodshul.org

Friday 5th April 2019

Dear Member

NOTICE OF ANNUAL GENERAL MEETING

I am writing to give you notice that **the BES AGM will be held on Thursday 30th May 2019 at 8.30pm in Borehamwood and Elstree Synagogue, Croxdale Road.** If an election is required, there will be 2 polling sessions, the first will be from 9.30am to 11.30am and the second will be from 5.30pm to 8pm.

We are looking to fill the following positions:

- Chair (for 2 years)
- Deputy Chair (for 2 years)
- Financial Representative
- Vice Chair BES Wide (for 2 years)
- Vice Chair BES Women (for 2 years, Female)
- Vice Chair BES@Croxdale (for 2 years)
- Vice Chair BES@Yavneh (for 2 years)
- Warden Croxdale (for 2 years)
- Warden Yavneh (for 2 years)
- Members of the Synagogue Council (for 1 year)
 - 8 x Male
 - 8 x Female

The 16 Synagogue Council (formerly known as the Board of Management) positions are part of the 48 portfolio positions on 5 operational committees (see the structure on the following pages) and although no more than 16 of the 48 positions will be on the Synagogue Council, standing for the Synagogue Council is the best way to get a portfolio position as we are likely to consider Synagogue Council nominations in advance of co-opting other people. We will also be asking for a small number of members of the Synagogue Council and operational committees to become our representatives on the US Council.

Additionally we are looking to fill the following Alternative Service Wardens positions for 1 year:

- 4 x Limmud Wardens (Male)
- 2 x Yavneh Wardens (Male) – to work with the Yavneh HO Warden
- 3 x Hashkama Wardens (Male)
- 5 x Nitzan Wardens (Male)
- 1 x Croxdale Main Shul warden (Male) to work with Croxdale HO Warden

Please note the Alternative Service Wardens are not BES Synagogue Council positions, and members can be nominated both for these and Synagogue Council positions.

All nominees have to be BES members, and to stand you must be at least 18 years old, have been a member of BES (or any other US Synagogue) for the previous 12 months, and not be in arrears of your fees.

You need 3 nominations (your nominators must also meet the same requirements as you). You can nominate yourself and husbands and wives can nominate separately. All nominations must be made on the enclosed forms (or copies of them). At least one form nominating you must be signed by you, confirming you are willing to stand for election and act in accordance with the United Synagogue Constitution. Further copies of the forms are on our website or can be posted to you if you contact the Shul office.

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**Borehamwood
& Elstree Synagogue**
Our Community

Emeritus Rabbi: Rabbi A Plancey
Community Rabbi: Rabbi A Chapper
Rabbi: Rabbi Y Finn

The forms must be returned to the office by 3pm on Thursday 16th May. Nominations received after this time or containing a greater number of names than there are positions to fill, will be invalid.

If you are standing for an HO or Synagogue Council position, please E-Mail the office a photo, a manifesto of up to 150 words (longer worded manifestos will be cut off at that point), and a first and second choice of what portfolio you would like, should you be elected (the list of planned portfolios is enclosed). This information will be publicised to the community. Please note that the HOs will take into account your requests when planning the portfolio allocations but cannot guarantee to allocate you either of your choices, depending on other requests.

After this date, the office will check the nominations, compile a list and, in the event of there being more nominees than places, organise elections to be held on the same day as the AGM. The results are then announced at the end of the meeting.

A full list of the candidates nominated for various positions will be displayed on the Synagogue noticeboards and website for at least 7 days prior to the AGM, together with (if they submitted one) their photo and manifesto.

Any group which ordinarily submits a written report for the AGM, should ensure that this is submitted to the Administrator.

Yours sincerely

Debbie Levine, Community Support Administrator

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ANNUAL GENERAL MEETING
Thursday 30th May 2019

You are invited to attend the 64th Annual General Meeting of Borehamwood and Elstree United Synagogue, which will take place at Borehamwood and Elstree Synagogue, Croxdale Road
Dress Code – informal (gentlemen are asked to cover their heads)

Mincha and Maariv will be at 8.00pm The meeting will commence at 8.30pm

AGENDA

Welcome from the Chair, Simon Mitchell, followed by a D'var Torah given by Rabbi Chapper

1. Minutes of 2018 AGM and Matters Arising.
2. Confirmation of Honorary Officers, Synagogue Council and Alternative Minyan Wardens.
3. Chair and Financial Presentation and Questions
4. Break out sessions on "7 day a week community", "Shabbat Services" and "BES Women"
5. AOB
6. BESTIES 2019 presentation and reception

Minutes of the 2018 AGM will be available at the meeting, and will be posted on the BES website. They will be protected by the normal website password – please contact the office if you do not know this. The minutes can also be obtained by E-Mailing the Synagogue Office. A financial report will be sent to members prior to the AGM and copies will be available at the meeting.

MEMBERS OF THE SYNAGOGUE COUNCIL 2018/2019

Due to the different committees, and Synagogue Council meetings being only quarterly, attendance records have not been included. Please contact the office if you would like more information.

(B) – also sits on the BES Wide committee (C) – also sits on the BES@Croxdale committee

(Y) – also sits on the BES@Yavneh committee

Chairman	Simon Mitchell
Vice Chair (BES Wide)	Jonny Stankler (B)
Vice Chair (Yavneh)	Simon Berman (Y)
Vice Chair (Croxdale)	Andrew Zucker (C)
Financial Representative	Rachel Fink (B)
Warden (Croxdale)	Philip Cohen (C)
Warden (Yavneh)	Damian Schogger (Y)

Synagogue Council Male Members

Marc Charlton (B)	Zack Broza (C)	Samuel Franklin (C)	Alex Goodman (B)
Jeremy Gilmore (B)	Eddie Hammerman (B)	Stephen Lubinsky	Rafi Saltman (C)

Synagogue Council Female Members

Rachel Bernstein (B)	Tania Falk (B)	Cindy Goldstein (Y)	Judith Frazer (Y)
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Borehamwood & Elstree Synagogue

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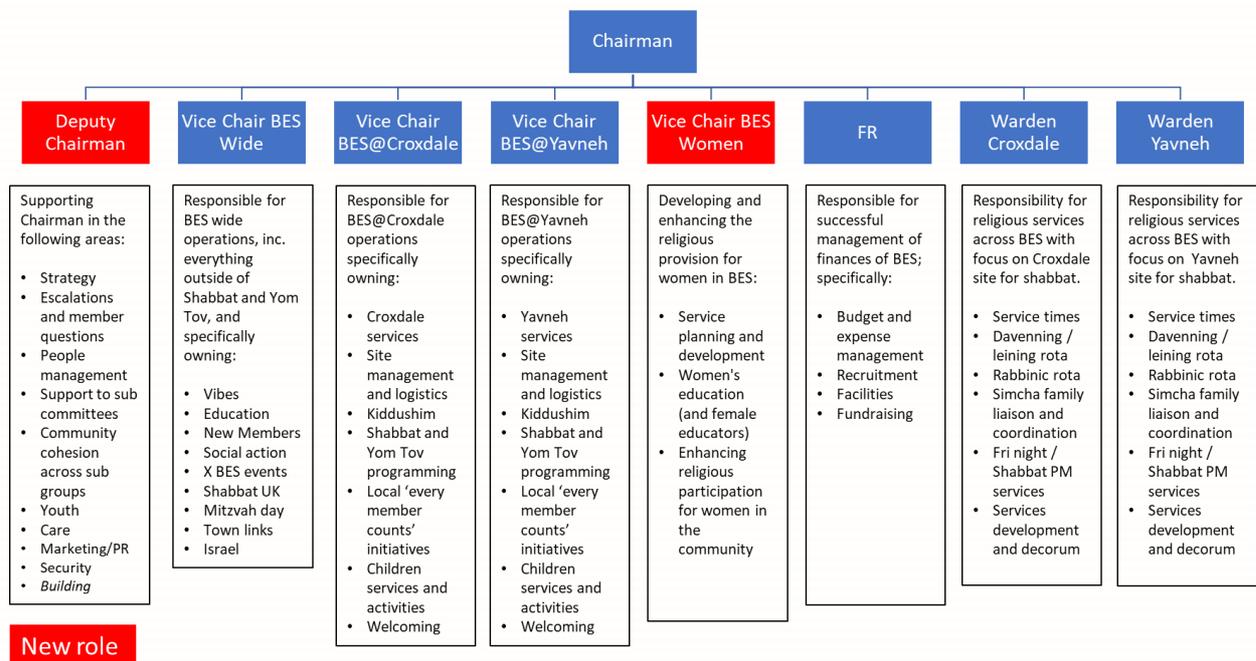
Tel: 020 8386 5227 Email: info@borehamwoodshul.org Web: www.borehamwoodshul.org



BES volunteer and governance structure

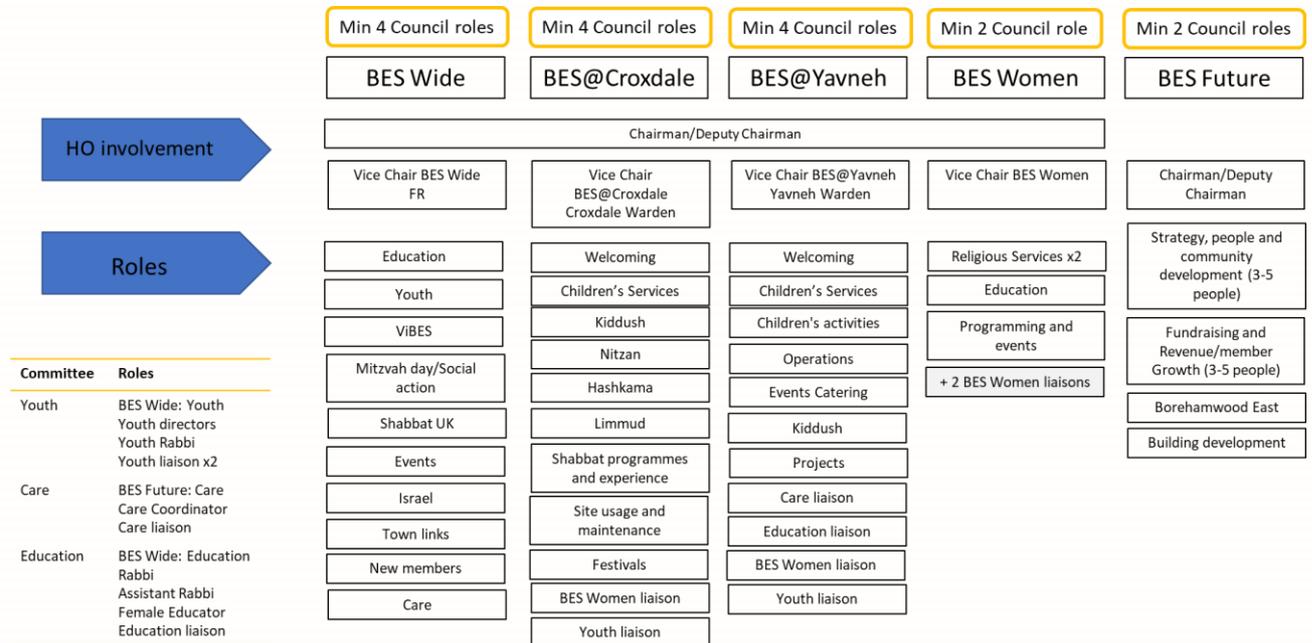
At BES our volunteers are our most valued asset. We believe that the more people involved in and the greater the clarity of volunteering opportunities the better we become as a community. As laid out below there are an array of opportunities to get involved whether formally as an HO or on the Synagogue council or within one of our vibrant and active sub-committees. You will see below a revised structure which we believe best serves the dual needs of inspiring and well organised programming and considered developmental strategy.

HO Roles





Synagogue Council and Sub Committees



Operational Committee Portfolios

The following are the portfolios which are being considered for the Synagogue Council and the "operational committees". This is only a provisional list and the final portfolios may change. There are more portfolios than the 14 Synagogue Council positions available. Once the HOs have allocated each Synagogue Council member a portfolio, the remaining portfolios may be allocated to people outside the Synagogue Council if appropriate (note that we are likely to consider people who stood unsuccessfully for HOs and for the Synagogue Council before other people).

The overall structure for the Synagogue Council and operational committees for the coming year is described above.

If you are standing for an elected position, please E-Mail debbie@borehamwoodshul.org with the following:

- A manifesto of up to 150 words (longer manifestos will be cut off at that point).
- A photo of you.
- Your first and second choice portfolios including which committee – eg Croxdale or Yavneh. Please note those choices do not need to be on the same committee.

When standing for the Synagogue Council, you are not formally standing for a specific portfolio but the HOs will take into account your requests when planning the portfolio allocations, although we cannot guarantee to allocate you either of your choices. If no Synagogue Council member has the appropriate skills, the portfolio may be held by someone outside the Synagogue Council.

The list of portfolios on each of the operational committees follows.



BES Wide Committee

The aim of the BES Wide committee is to deliver programmes and activities beyond Shabbat and Yom Tov and create a 7 day a week community.

Portfolio	Description
VIBES	Own responsibility for creating a series of evening and weekday small group social and cultural activities
Town Links	Work with local interfaith and non-religious organisations within the local area to establish links with the local community and get to know each other better.
Youth	Own the Youth strategy including execution over both sites and social activities. Line Management of the youth staff
Social Action and Mitzvah Day	Establish a culture of social action within BES and identify and advertise opportunities for members to get involved with projects. Run regular Social Action initiatives
Education	Own the BES education strategy and run the BES Education committee. Manage logistics for visiting speakers and appoint annual Community Scholars
Events	Work with professional team to create a standard approach to events within BES including supplier management and volunteer support, and deliver big community events.
Israel	Responsible for creating closer ties between BES and projects and people in Israel and promoting Israeli culture
New Members	Own responsibility for welcoming new members
Shabbat UK	Project manage Shabbat UK activities
Care in the community	Lead the BES Care efforts managing professional and volunteer resources.

BES@Croxdale Committee

The aim of BES@Croxdale is to plan and run Shabbat and Yom tov activities and manage the overall strategy for the Croxdale site

Portfolio	Description
Site usage and maintenance	Responsible for overseeing Croxdale site maintenance and building use
Croxdale Warden	Warden of Main service at Croxdale
Limmud Rep	Representative of Limmud Minyan
Welcoming	Develop Croxdale welcoming initiatives for members and visitors
Children's Services	Represent Children Service leaders in development and inclusion of children in life at BES@Croxdale
Kiddush	Responsible for weekly Kiddush and advising on food suppliers and requirements for other events
Youth rep	Working as part of the BES Wide Youth team, represent and oversee implementation and logistics at a local level
Hashkama Rep	Represent Hashkama Minyan
Nitzan Rep	Represent Nitzan Minyan and Young Member events
Education rep	Working as part of the BES Wide education team represent and oversee implementation and logistics at a local level
Security	Represent security team at a planning and logistics level
Care	Working as part of the BES Wide care team represent and oversee implementation and logistics at a local level

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Emeritus Rabbi: Rabbi A Plancey
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BES@Yavneh Committee

The aim of BES@Yavneh is to plan and run Shabbat and Yom tov activities and manage the overall strategy for the Yavneh site

Portfolio	Description
Children's Services	Ensure the organisation of rotas for children's services and gingerbread storytime, their smooth running and ensure that services are inspirational and that service leaders are fully supported.
Children's Activities	Ensure organisation and smooth running of activities for children outside of children's services (e.g. Simchat Torah talent show or activities during a Community Lunch) and support cross communal BES children's events
Welcoming	Ensure that everyone feels welcome at all Southside activities and services including the provision of suitable information and that the Welcoming rota is organised and running smoothly,
Projects	Responsible for ongoing projects and one-off activities including Tea in the Park, Succah Crawls, What's My Line, Community Stories and other initiatives
Education	Working as part of the BES Wide education team represent and oversee implementation and logistics at a local level
Kiddush	Organise delicious and value-for-money weekly kiddushim (including obtaining sponsorship) and a rota of kiddush assistants, and ensure children's service kiddushim and toddler's lunches are well organised.
Event Catering	Ensuring that delicious and value-for-money food and drinks are provided for all events.
Youth rep	Working as part of the BES wide Youth team, ensuring that the BES youth programme is welcoming and enriching for Southside youth, and representing and overseeing implementation and logistics at a local level
Care rep	Working as part of the BES wide care team represent and oversee implementation and logistics at a local level
Security	Represent security team at a planning and logistics level
Operations	Ensure that all Shabbat and Yom Tov services and activities are well planned and organised, have sufficient room, the right resources and are set up correctly, and the correct information is provided and publicised
Gabai	Working with the BES@Yavneh warden own responsibility for creating and running inspiring and inclusive religious services

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BES Women Committee

The aim of the BES Women committee is to enhance the religious and social provision for women in the community and to develop female leadership.

Portfolio	Description
Religious services (2 or 3 roles)	Ensuring that women and girls across the BES community feel engaged and inspired by the religious services that we provide
Education	Ensuring that women and girls across the BES community feel engaged and inspired by the education opportunities that we offer
Programming and Events	Ensuring that women and girls across the BES community feel engaged and inspired by the social and cultural activities that we provide
Croxdale Liaison	Ensuring that women and girls across the BES community feel engaged and inspired by activities provided on the Croxdale site
Yavneh Liaison	Ensuring that women and girls across the BES community feel engaged and inspired by activities provided on the Yavneh site

BES Futures Committee

The aim of the BES futures committee is to consider and implement strategic plans to enhance the community.

Portfolio	Description
Strategy, people and community development (3-5 roles)	Assess and improve all aspects of BES through engaging in community development assessments and implementing improvement plans. Ensure we have a continuously refreshed and relevant vision.
Fundraising and revenue growth (3-5 roles)	Identify opportunities and implement strategies to improve the revenue of BES and grow our membership base.
Community Centre development	Programme manage the fundraising and design of our proposed community centre building project.
East Borehamwood	Point of contact with Borehamwood East ensuring projects are supported and driving BES input to community development.

Nomination Forms

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Emeritus Rabbi: Rabbi A Plancey
 Community Rabbi: Rabbi A Chapper
 Rabbi: Rabbi Y Finn

This information page and the following nomination pages are to be considered together and should all be returned together

- Nominations may be made only on this form (or photocopies/downloads thereof).
- Additional copies of this pack can be obtained from the shul office.
- It must be signed below and returned so as to reach the Administrator at the office of the Synagogue **not later than 3pm on Thursday 16th May 2019**. If the form is not signed it is not valid.
- All Nomination Forms received after that date or containing a greater number of names than there are respectively offices to fill are invalid.
- For a nomination to be valid, a candidate must be nominated by at least 3 electors who are qualified to vote.
- For a nomination to be valid a candidate must have signed one nomination form agreeing to stand for election to the office for which he/she has been nominated and to act in accordance with and adhere to the Statutes and Regulations of the United Synagogue and the Byelaws for Member Synagogues.
- Candidates can nominate themselves, and hence can sign this nomination form.
- Candidates should E-Mail the office their manifesto, portfolio preferences and photo as described in the previous section.
- All nominees have to be BES members.
- All nominees for the HO and Synagogue Council positions must be at least 18 years old, have been a member of BES (or any other US Synagogue) for the previous 12 months, and not be in arrears of your fees.

I (name)	
OF (address)	
NOMINATE FOR THE RESPECTIVE OFFICES THE PERSONS ON THE FOLLOWING PAGES	
Signature of Nominator	
Date	

Please ensure that this signed declaration is included with your nomination forms.

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Nomination Forms

HO

	HO to hold office for 2 years			
Role	First Name (please print)	Surname (please print)	Address	Signature of Nominee agreeing to the terms above
Chair				
Deputy Chair				
VC BES Wide				
VC BES@Croxdale				
VC BES@Yavneh				
VC BES Women				
FR				
Warden Croxdale				
Warden Yavneh				

Synagogue Council

8 Male Members of the Synagogue Council to hold office for one year			
First Name (please print)	Surname (please print)	Address	Signature of Nominee agreeing to the terms above

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Borehamwood & Elstree Synagogue is under the umbrella of the United Synagogue, Registered Charity No. 242552



**Borehamwood
& Elstree Synagogue**
Our Community

Emeritus Rabbi: Rabbi A Plancey
Community Rabbi: Rabbi A Chapper
Rabbi: Rabbi Y Finn

8 Female Members of the Synagogue Council to hold office for one year			
First Name (please print)	Surname (please print)	Address	Signature of Nominee agreeing to the terms above

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Nomination Forms

Special Elections taking place on Thursday 30th May 2019 for Wardens (Non-Officers) of:

- **The Limmud Service (4)**
- **The Yavneh Service (2)**
- **The Hashkama Service (3)**
- **The Nitzan Service (5)**

- Please note the wardens of the BES Alternative Minyanim do not serve as Honorary Officers of the Synagogue, and are not automatically on the Synagogue Council. People can, however, stand for the Synagogue Council and as a warden of an Alternative Minyan.
- All positions are for one year.
- It is courteous to check with your proposed nominees before nominating them.

Up to Four Wardens (Male) for the Limmud Service

Mr	Of

Up to Two Wardens (Male) for the Yavneh Service to assist the Yavneh HO Warden

Mr	Of
Mr	Of

Up to Three Wardens (Male) for the Hashkama Service

Mr	Of
Mr	Of
Mr	Of

Up to Five Wardens (Male) for the Nitzan Service

Mr	Of

Up to One Warden (Male) for the Croxdale Main Shul Service to assist the Croxdale HO Warden

Mr	Of
Mr	Of

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BES Rabbinic Team Questions and Answers

BES is moving towards the Rabbinic Team described in the diagram below. Some of the roles already exist in the interim model that we are currently operating and some (those in orange) we are recruiting for.

1. Who is part of the BES Rabbinic Team and what is their role?



Who	Basis	Core responsibility	Notes
Rabbi (Proposed Rabbi Chapper)	Full time	Education Pastoral Religious Strategy Halacha	The senior member of the rabbinic team. Rabbi Chapper has been selected for this role but this is subject to a ratification vote by the community on 11 April Primary responsibility for Croxdale
Community Rabbi (TBD)	Full Time	Education Pastoral Religious	Working alongside the senior Rabbi in all aspects of community leadership Primary responsibility for Yavneh
Community Rebbetzen	Part time	Pastoral	The wife of the Rabbi and/or the wife of the Community Rabbi
Rabbi Plancey (Emeritus Rabbi)	Honorary	Honorary	Our emeritus Rabbi
Rabbi Finn (Assistant Rabbi)	Part time	Education and shabbat programmes	Focussing on Shabbat and Yom Tov services and educational programmes
Community Scholar	12 times a year	Education	Providing top quality sermons and shiurim on a number of occasions throughout the year, mainly on Shabbat and Yom Tov
Rabbi and Moriah Gold (Assistant Rabbi)	Part time	Youth	Providing educational input and spiritual guidance for our youth
Female Educator / Maayan	Part time	Female Education Women's programming	Providing a strong educational and religious programme for women and girls and being a strong female educator and role model for the whole community

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2. When will the above structure be operational?

The community will vote to ratify the selection of Rabbi Chapper as the senior Rabbi on Thursday 11 April.

If the selection is ratified, Rabbi Chapper will become the senior Rabbi of BES, probably shortly after Pesach.

The Rabbinic Selection Committee will then begin the recruitment process for the Community Rabbi and, potentially, also a Community Rebbietzen.

Alongside that we will determine how best to go about recruiting a Female Educator.

Given the notice that a Rabbi normally has to give to his current community, it is likely that the full Rabbinic Team described above may not be in place until early 2020.

Until then the current interim structure will continue to operate.

3. Will there still be a dedicated Rabbi for each site?

Yes. The Rabbi will have primary responsibility for the development of the Croxdale site and the Community Rabbi will have primary responsibility for the development of the Yavneh site.

However, each Rabbi will run Shabbat services on the 'other' site roughly every three weeks to ensure that everyone is able to get to know and form a relationship with both Rabbis, and to draw both sites and the community together.

4. Which Rabbi will I get for my simcha?

The Wardens of both sites will collaborate to create the Rabbinic Rota 9 – 12 months in advance. To ensure a fair and unbiased decision for everyone, the Rabbi for everyone's simcha will be determined by the Rota.

5. How will we recruit the community scholar?

It is anticipated the HO's together with the education committee will run an annual process to agree and recruit community scholars for the following year. The aim will be to bring some of the leading educators from the UK and around the world to BES, allowing them to form an understanding of our community throughout the year enhancing the experience for all.

6. Why do we need such a big team?

A community of our size is demanding of our rabbinic team. With only 2 full time roles in the structure (Rabbi and Community Rabbi) it is important we augment this with specialists in other areas to ensure we can offer a full and varied pastoral, educational and social and religious provision. Importantly this model doesn't require a significant increase to our operating cost base - in fact it is almost cost neutral to our previous budget.