

CEREMONIES FOR SUPREME GUARDIAN COUNCIL

INSTALLATION OF SUPREME GUARDIAN COUNCIL

Order of installation: (Supreme Guardian first)

Supreme Guardian
 Associate Supreme Guardian
 Vice Supreme Guardian
 Vice Associate Supreme Guardian
 Supreme Guide and Supreme Marshal
 Supreme Inner Guard and Supreme Outer Guard
 Supreme Secretary and Supreme Treasurer
 Supreme Librarian, Supreme Chaplain and Supreme Director of Music
 Supreme Senior Custodian and Supreme Junior Custodian
 Supreme Messengers

Order of installation: (Supreme Guardian last)

Supreme Senior and Supreme Junior Custodian
 Supreme Librarian, Supreme Chaplain and Supreme Director of Music
 Supreme Messengers
 Supreme Secretary and Supreme Treasurer
 Supreme Inner Guard and Supreme Outer Guard
 Supreme Guide and Supreme Marshal
 Vice Associate Supreme Guardian
 Vice Supreme Guardian
 Associate Supreme Guardian
 Supreme Guardian

The incoming Supreme Guardian may choose to alter the order of installation by grouping more incoming SGC officers together.

It is acceptable to adjust the following ceremony as follows:

- (a) To allow for the pre-seating of the GGs and AGGs from the incoming SG and ASG jurisdictions and the incoming Supreme Deputies rather than escorting
- (b) To allow for the Bible to be placed on the Altar rather than presenting it
- (c) To allow the Installing Officer to deliver the Officers Obligation and/or the Supreme Guardian Obligation and Installation from east of the Altar rather than the podium

Any floor plan with appropriate music planned by the incoming Supreme Guardian may be used for the entrance and installation of the Supreme Officers (Escorts optional).

The Installing Musician shall take their place at the instrument.

PRELUDE INSTALLING MUSICIAN (optional)

ENTRANCE OF HOST AND HOSTESS

The Host and Hostess are escorted to the East by the Installing Junior and Installing Senior Custodians.

HOST: I have the honor of introducing _____ who will serve as Hostess for this ceremony.

Presents gavel to hostess.

HOSTESS: I have the honor of introducing _____ who will serve as Host for this ceremony.

The Host and Hostess give their addresses of welcome.

HOSTESS: Installing Junior Custodian and Installing Senior Custodian, you will escort the Supreme Guardian and Associate Supreme Guardian to the East.

The Installing Junior and Senior Custodians escort the Supreme Guardian and the Associate Supreme Guardian to the East and remain at waiting stations on East Line. Three raps of gavel (***)

HOSTESS: It is with pleasure that I introduce _____ Supreme Guardian of Job's Daughters International.

HOST: It is with pleasure that I introduce _____ Associate Supreme Guardian of Job's Daughters International.

HOSTESS: Installing Junior Custodian and Installing Senior Custodian, you will escort the Grand Guardian and Associate Grand Guardian of _____ and _____ to the East.

The Installing Junior Custodian and Installing Senior Custodian retire and escort the Grand Guardians and Associate Grand Guardians. They enter in couples, with the Grand Guardian and Associate Grand Guardian from the Supreme Guardian's jurisdiction following the Installing Junior Custodian and the Grand Guardian and Associate Grand Guardian from the Associate Supreme Guardian's jurisdiction following the Installing Senior Custodian. All will proceed east to the Altar Line turn north and south to center of Altar and then proceed to the East.

HOSTESS: It is with pleasure that I introduce _____ Grand Guardian of _____ and _____ Grand Guardian of _____.

HOST: It is with pleasure that I introduce _____ Associate Grand Guardian of _____ and _____ Associate Grand Guardian of _____.

HOSTESS: Installing Junior Custodian and Installing Senior Custodian, you will escort the Supreme Bethel Honored Queen and Miss International Job's Daughter to the East.

It is with pleasure that I introduce:

_____ **Supreme Bethel Honored Queen**

_____ **Miss International Job's Daughter**

HOSTESS: Installing Junior Custodian and Installing Senior Custodian, you will retire and escort into the room the Installing Officer and Associate Installing Officer.

The Custodians, followed by the Installing Officer and Associate Installing Officer, march directly to the Altar Line, turn north and south, march to center of Altar, then turning east proceed to East Line. Custodians wait on East Line and Installing Officer and Associate Installing Officer proceed to East.

HOSTESS: It is with pleasure that I introduce _____ who will serve as the Installing Officer for the evening.

HOST: It is with pleasure that I introduce _____ who will serve as the Associate Installing Officer for the evening.

The Hostess presents gavel to the Installing Officer. Host and Hostess are seated in the East. Installing Junior and Senior Custodians remain standing at their stations.

INSTALLING OFFICER: Installing Junior and Senior Custodians, you will retire and invite the other Installing Officers into the room.

The Custodians go directly to Altar Line, turn north and south, then proceed to West Line, taking position in the line of Installing Officers. Installing Guide and Installing Marshal, followed by other Installing Officers, march to Altar Line, turn north and south to center of Altar, turn east to East Line, turn north and south on East Line and face west for introduction.

INSTALLING OFFICER: We have assembled here this evening for the purpose of installing the newly elected and appointed officers of the Supreme Guardian Council and Supreme Deputies of Job's Daughters International. In installing these officers, I will be assisted by:

_____ **Installing Guide**

_____ **Installing Marshal**
 _____ **Installing Chaplain**
 _____ **Installing Secretary**
 _____ **Installing Musician**
 _____ **Installing Senior Custodian**
 _____ **Installing Junior Custodian**
 _____ **Installing Flag Bearer**

The incoming Supreme Guardian has the option of having more than one Flag Bearer and a Bible Bearer.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will conduct the Installing Officers to their stations. The Installing Guide and Installing Marshal turn south and north to South and North Lines, turn west and proceed to their stations. The other Installing Officers drop off at their stations.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will escort the Supreme Deputies into the room. Installing Guide and Installing Marshal march to South and North Marching Lines, then west to the entrances where they will remain until all have entered, then return to their stations.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will conduct the newly elected and appointed officers who are to serve the Supreme Guardian Council for the ensuing year into the room.

The entrance march and the seating formation for the Supreme Officers are planned by the incoming Supreme Guardian. The Installing Guide and Installing Marshal march to South and North Marching Lines, then west to the entrances where they will remain until all officers have entered according to the entrance ceremony. They will then take their seats.

INSTALLING OFFICER: Installing Guide, Installing Marshal, and Installing Chaplain (or Installing Bible Bearer), you will retire for the presentation of the Bible.

The Installing Guide and Installing Marshal march to Installing Chaplain's (or Installing Bible Bearer's) station and escort her/him to the entrance. Three raps of gavel (***). Any special Bible Ceremony planned by the incoming Supreme Guardian may take place at this point. Otherwise the Installing Chaplain (or Installing Bible Bearer) carrying the Bible, followed by the Installing Guide and Installing Marshal marches to a point even with the Chaplain's station. Installing Chaplain (or Installing Bible Bearer) proceed to the Altar, places the Bible on the Altar and returns to her station. At the same time Installing Guide and Installing Marshal return to stations.

INSTALLING OFFICER: Installing Flag Bearer, you will present the National Flag, west of the Altar. Installing Guide and Installing Marshal, you will escort the Flag into the room.

The Installing Guide and Installing Marshal march to Installing Flag Bearer's station and escort her/him to the entrance. The Installing Flag Bearer returns followed by the Installing Guide and Installing Marshal. As Installing Flag Bearer enters, the Installing Officer sounds three raps of gavel (***). Installing Flag Bearer proceeds east on North Marching Line until an appropriate opening presents itself according to the seating plan so that she/he can present the Flag west of the Altar. Installing Guide and Installing Marshal proceed east on North Marching Line until west of the Altar in line with the Installing Flag Bearer. They wait on the North Marching Line, facing east. When Flag is west of Altar one verse of National Anthem is sung.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will escort the Flag to the East. The Installing Flag Bearer steps to the north side of the Altar and takes two steps to the East. Installing Guide and Installing Marshal march east on the North Line to Altar Line, turn south and take positions on either side of Flag Bearer. They proceed to the East Line. Installing Guide and Installing Marshal remain on East Line. Flag Bearer posts Flag in the East.

INSTALLING OFFICER: **All citizens of (Country) will repeat the Pledge of Allegiance.** (if applicable) Installing Guide and Installing Marshal escort Installing Flag Bearer to her/his station and return to their stations. Other flags may be escorted or posted at the incoming Supreme Guardian’s discretion. If a special Flag Ceremony is used, directions shall be given to the Installing Officer. At conclusion of Flag Ceremony one rap of gavel (*).

INSTALLING OFFICER: **Before installing the officers who have been elected or appointed to serve the Supreme Guardian Council, Job’s Daughters International, for the ensuing term, let us ask the blessing of our Father in Heaven. Installing Chaplain, you will attend at the Altar.**

Three raps of gavel (***) . Installing Musician plays appropriate music

INSTALLING CHAPLAIN: **Our Heavenly Father, help us to realize that You are Life, Truth and Love; to know that all we have and are, or may ever become, is a divine gift from You. May Your choicest blessings of harmony, love and wisdom fill the hearts and minds of each one in this room. Give these officers strength and wisdom to guide them in this work we love. Bless, we beseech you, the mothers and fathers of the Daughters entrusted to our care and guidance.**

May we live always as in Your presence. Amen. The Installing Chaplain returns to station.

Installing Musician plays appropriate music. One rap of gavel (*).

INSTALLING OFFICER: **Installing Secretary, you will read the names of those elected and appointed to serve the Supreme Guardian Council for the ensuing year, who, as their names are read will rise and remain standing.**

INSTALLING SECRETARY:

Supreme Guardian _____

Associate Supreme Guardian _____

Vice Supreme Guardian _____

Vice Associate Supreme Guardian _____

Supreme Guide _____

Supreme Marshal _____

Supreme Inner Guard _____

Supreme Outer Guard _____

Supreme Secretary _____

Supreme Treasurer _____

Supreme Librarian _____

Supreme Chaplain _____

Supreme Director of Music _____

Supreme Senior Custodian _____

Supreme Junior Custodian _____

Supreme First Messenger _____

Supreme Second Messenger _____

Supreme Third Messenger _____

Supreme Fourth Messenger _____

Supreme Fifth Messenger _____

INSTALLING OFFICER: You will place your right hand over your heart and assume the following obligation: In the presence of Almighty God and these witnesses – I solemnly promise – that I will conform to and support – the Constitution, Bylaws, and Standard Operating Procedures – of the Supreme Guardian Council – Job’s Daughters International – that I will faithfully perform – all the duties and obligations which devolve upon me – in assuming my office – and that I will always endeavor – to promote the welfare – future growth – and spiritual integrity – of this organization. One rap of gavel (*).

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Supreme Guardian at the Altar.

Installing Guide and Installing Marshal proceed to waiting stations. Turning north and south they march to a point north and south of the Altar and turn west. As they enter the semicircle, the Supreme Guardian advances, kneels at the Altar and places her hands on the Holy Bible.

Supreme Guardian, into your hands and keeping devolves the control and guidance of this organization. It is your duty to enforce all laws and to see that the Constitution is upheld throughout the Supreme domain. Yours is an office which carries with it great responsibilities, as the welfare of our organization depends on the manner in which you conduct its affairs. Obey not only the letter but the spirit of the laws. Installing Officer places gavel over heart

You will repeat after me: I sincerely promise – that I will faithfully obey – and justly enforce – the Constitution, Bylaws, and Standard Operating Procedures – of the Supreme Guardian Council – Job’s Daughters International – that I will perform the duties of my office - to the best of my ability – that I will promote the growth of our Order – and foster its welfare – and that I will strive to be fair and impartial in the exercise of the powers of my office – so help me God. Amen. Installing Officer places gavel at her side.

There is a dignity not gained by position. It is a dignity of charity and kindness. It arises not from selfishness, but from justice and a sense of its importance in our lives and in our relations one toward another. We who walk the pathway with you pray that our Heavenly Father will give you the courage to meet every difficulty, wisdom to judge each question aright, and His grace to sustain you in the performance of your duties. DO NOT TURN THE BIBLE. Supreme Guardian rises.

SPECIAL SONG (Optional)

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will escort the Supreme Guardian and her escort(s) (optional) to the East.

Installing Guide and Installing Marshal step around Altar, escort(s) march on Altar Line to Supreme Guardian and all proceed to the East Line. Three raps of gavel (***). The Installing Guide and Installing Marshal return to waiting stations. Supreme Guardian and escort(s) ascend to the East.

INSTALLING OFFICER: **It is with pleasure that I introduce your Supreme Guardian_____.** One rap of gavel (*). The Supreme Guardian and escort(s) are seated. Installing Officer hands gavel to the Associate Installing Officer.

ASSOCIATE INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Associate Supreme Guardian at the Altar.

Installing Guide and Installing Marshal proceed from Waiting Stations (Altar Line at South and North Marching Lines) north and south to a point north and south of the Altar and turn west. As they enter the semicircle, the officer to be installed advances to the Altar.

Associate Supreme Guardian, your duty is to assist the Supreme Guardian in the performance of her duties, preside when requested to do so, and in all things pertaining to the welfare of the Order give your best counsel and advice. Let no worldly consideration swerve you from the path of duty and the virtues of justice and truth, ever remembering that by the practice of the pure principles of Freemasonry you can best serve our Daughters.

SPECIAL SONG (Optional)

ASSOCIATE INSTALLING OFFICER: Installing Guide and Installing Marshal, you will escort the Associate Supreme Guardian and his escort(s) (optional) to the East. Three raps of gavel (***).

The Installing Guide and Installing Marshal return to waiting stations. Associate Supreme Guardian and escort(s) ascend to the East.

ASSOCIATE INSTALLING OFFICER: It is with pleasure that I introduce your Associate Supreme Guardian_____. One rap of gavel (*).

The Associate Supreme Guardian and escort(s) are seated in East. After conducting officer to the East, the Installing Guide and Installing Marshal return to waiting stations. Gavel is handed to Installing Officer.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Vice Supreme Guardian at the Altar.

Installing Guide and Installing Marshal proceed from Waiting Stations (Altar Line at South and North Marching Lines) north and south to appoint north and south of the Altar and turn west. As they enter the semicircle, the officer to be installed advances to the Altar.

Vice Supreme Guardian, it is your duty to assist the Supreme Guardian and assume her duties if she is unable to continue in her office. Promote, as far as possible, the growth and welfare of this Order. Be gracious in manner, thoughtful and kind, expressing in your daily life the principles we strive to teach. The Great Weaver is adding new threads to the cloth of pure gold and may all your actions add beauty, enhance value, and promote usefulness as you serve our Order.

Installing Guide and Installing Marshal, you will escort the Vice Supreme Guardian to the East.

The Vice Supreme Guardian and escort(s) are seated in East. After conducting officer to the East, the Installing Guide and Installing Marshal return to waiting stations.

The Installing Officer introduces Vice Supreme Guardian in the East and hands gavel to Associate Installing Officer.

ASSOCIATE INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Vice Associate Supreme Guardian at the Altar.

Installing Guide and Installing Marshal proceed from Waiting Stations (Altar Line at South and North Marching Lines) north and south to a point north and south of the Altar and turn west. As they enter the semicircle, the officer to be installed advances to the Altar.

Vice Associate Supreme Guardian, it is your duty to assist the Vice Supreme Guardian in all promotional work allotted to her and assume the duties of the Associate Supreme Guardian in his absence or disability. Make yourself thoroughly familiar with the Constitution, Bylaws and Standard Operating Procedures of the Supreme Guardian Council, so that you may be prepared to give assistance when called upon to do so.

Installing Guide and Installing Marshal, you will escort the Vice Associate Supreme Guardian to the East.

The Vice Associate Supreme Guardian and escort(s) are seated in East. After conducting officer to the East, the Installing Guide and Installing Marshal return to waiting stations.

The Associate Installing Officer introduces the Vice Associate Supreme Guardian in the East and hands gavel to the Installing Officer.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Supreme Guide and the Supreme Marshal at the Altar.

Installing Guide and Installing Marshal proceed from Waiting Stations (Alter Line at South and North Marching Lines) north and south to a point north and south of the Altar, and turn west. As they enter the semicircle, the officers to be installed advance to the Altar.

Supreme Guide, it is your duty to bring before the Supreme Guardian Council such matters as may enhance the value and well-being of this organization.

Supreme Marshal, to you comes the honor of caring for our beloved National Emblems. It is your duty to assist the Supreme Guide.

Installing Guide and Installing Marshal, you will conduct these officers to their stations.

After conducting the officers to their stations, the Installing Guide and Installing Marshal return to waiting stations. The Installing Officer introduces these officers when in position, then hands gavel to the Associate Installing Officer.

ASSOCIATE INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Supreme Inner and the Supreme Outer Guards at the Altar.

Installing Guide and Installing Marshal proceed from Waiting Stations (Altar Line at South and North Marching Lines) north and south to a point north and south of the Altar and turn west. As they enter the semicircle, the officers to be installed advance to the Altar.

Supreme Inner and Supreme Outer Guard, you are to protect the interest of our Order, guard the doors of our assembly room and promote the good of our Order.

Installing Guide and Installing Marshal, you will conduct these officers to their stations.

After conducting the officers to their stations, the Installing Guide and Installing Marshal return to waiting stations. The Associate Installing Officer introduces these officers when in position. If Supreme Secretary, Supreme Treasurer, Supreme Chaplain, Supreme Director of Music or Supreme Librarian is a Mason, the Associate Installing Officer shall give the officers(s) their charge.

INSTALLING OFFICER OR ASSOCIATE INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Supreme Secretary and Supreme Treasurer at the Altar.

Installing Guide and Installing Marshal proceed from Waiting Stations (Altar Line at South and North Marching Lines) north and south to a point north and south of the Altar and turn west. As they enter the semicircle, the officers to be installed advance to the Altar.

Supreme Secretary, it shall be your duty to assist with correspondence and perform such other duties as may be assigned to you by the Supreme Guardian.

Supreme Treasurer, it shall be your duty to perform such duties as may be assigned to you by the Supreme Guardian.

May your offices be a reminder to all that honesty and integrity are essential in our daily lives.

Installing Guide and Installing Marshal, you will conduct these officers to their stations.

The Supreme Secretary and Supreme Treasurer follow the Installing Guide to their stations. After conducting the officers to their stations, the Installing Guide and Installing Marshal return to waiting stations.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Supreme Librarian, Supreme Chaplain and Supreme Director of Music at the Altar.

Installing Guide and Installing Marshal proceed from Waiting Stations (Altar Line at South and North Marching Lines) north and south to a point north and south of the Altar, and turn west. As they enter the semicircle, the officers to be installed advance to the Altar.

Supreme Librarian, to aid in the selection of good literature is one of the greatest privileges of your office. May the ideals of pure thoughts be embodied in your work.

Supreme Chaplain, so live that your prayers may be recognized as true supplications to our Creator.

Supreme Director of Music, may your life exemplify to all the harmony expressed in song and rhythm.

Installing Guide and Installing Marshal, you will conduct these officers to their stations.

Supreme Librarian, Supreme Chaplain and Supreme Director of Music follow Installing Marshal to their stations. After conducting the officers to their stations, the Installing Guide and Installing Marshal return to waiting stations.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Supreme Senior Custodian and Supreme Junior Custodian at the Altar.

Installing Guide and Installing Marshal proceed from Waiting Stations (Altar Line at South and North Marching Lines) north and south to a point north and south of the Altar and turn west. As they enter the semicircle, the officers to be installed advance to the Altar.

Supreme Custodians, your duty is to serve as escorts when requested to do so, and to perform such duties as may be assigned by the Supreme Guardian. Every duty merits attention to detail and exactness of execution.

Installing Guide and Installing Marshal, you will conduct these officers to their stations.

After conducting the officers to their stations, the Installing Guide and Installing Marshal return to waiting stations.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the five Supreme Messengers at the Altar.

Installing Guide and Installing Marshal proceed from Waiting Stations (Altar Line at South and North Marching Lines) north and south to a point north and south of the Altar, and turn west. As they enter the semicircle, the officer(s) to be installed advances to the Altar.

Supreme Messengers, your titles indicate your service. May you ever be messengers promoting the ideals of our Order throughout the world.

Installing Guide and Installing Marshal, you will conduct these officers to their stations.

Installing Guide followed by the Supreme First, Second and Fifth Messengers, leave on south side of Altar to Altar Line, south to South Marching Line, proceeds around the outside of Messengers' stations, and enters semicircle between the Second and Fifth Messengers' stations. Installing Marshal followed by Supreme Third and Fourth Messengers, leaves on north side of Altar to Altar Line, north to North Marching Line, proceeds around the outside of the Messengers' stations, and enters semicircle between the stations of Fourth and Fifth Messengers. Messengers assume stations as Installing Guide and Installing Marshal proceed through the semicircle to Altar Line. After conducting the officers to their stations, the Installing Guide and Installing Marshal return to waiting stations.

INSTALLING OFFICER: Installing Secretary, you will read the names of those appointed to serve as Supreme and Assisting Supreme Deputies for the ensuing year, who as their names are read will rise and remain standing.

Installing Guide and Installing Marshal, you will present the Supreme and Assisting Supreme Deputies for installation.

Installing Guide and Installing Marshal march to the Deputies' line

You will place your right hand over your heart and repeat the following obligation: In the presence of Almighty God – and these witnesses – I solemnly and sincerely promise – that I will conform to and support – the Constitution, Bylaws, and Standard Operating Procedures – of the Supreme Guardian Council – Job's Daughters International. – That I will adhere to the Supreme Book of Ceremonies – in the performance of my duties, - and that I will promote Job's Daughters International – throughout the Job's Daughters' world.

Supreme Deputies, to you has been the responsibility of making known to eligible persons the teachings and principles of Job's Daughters; to assist Bethels not under Grand Guardian Councils in their understanding of the Ritual and Supreme Law, and to promote Job's Daughters International in such areas as directed by the Supreme Guardian. Your good work will strengthen our Order throughout the Job's Daughters' world. One rap of gavel (*). Supreme and Assisting Supreme Deputies are seated. Installing Guide and Installing Marshal return to their waitingstations.

INSTALLING OFFICER: Installing Secretary, you will proclaim the officers and deputies of the Supreme Guardian Council duly and legally installed.

INSTALLING SECRETARY: By direction of the Installing Officer and under the authority of the Supreme Guardian Council, of Job's Daughters International, I proclaim its Officers and Deputies duly and legally installed. One rap of gavel (*).

INSTALLING OFFICER: Supreme Guardian, I now present you with the gavel, the emblem of your authority as Supreme Guardian. Wield it with wisdom justice and equality. May our Order be a lasting monument to the virtues illustrated in the life of Job...patience, wisdom and justice. With God's help may you conduct its affairs with thoughtful care for the benefit of our Masonic Daughters.

Installing Guide and Installing Marshal, you will retire the Installing Officers and conduct them to the East.

ADDRESS OF THE SUPREME GUARDIAN AND ASSOCIATE SUPREME GUARDIAN

ANNOUNCEMENT OF STANDING COMMITTEES

PRESENTATION OF SUPREME GUARDIAN AND ASSOCIATE SUPREME GUARDIAN JEWELS

PRESENTATION OF PAST SUPREME GUARDIAN AND PAST ASSOCIATE SUPREME GUARDIAN JEWELS

PRESENTATIONS (Only those approved by the Supreme Guardian)

REMARKS

SUPREME GUARDIAN: Supreme Chaplain, you will attend at the Altar.

Supreme Chaplain attends at the Altar. A song may be sung or prayer may be given with Chaplain kneeling. Otherwise she/he closes Bible and returns to her/his station.

SUPREME GUARDIAN: Supreme Marshal you will make the proclamation.

SUPREME MARSHAL: By direction of the Supreme Guardian, I proclaim this _____Annual Session of the Supreme Guardian Council from labor to rest, to convene in_____on _____.

CLOSING CEREMONY

Any ceremony planned by the Supreme Guardian may be used for closing ceremony.

SUPREME GUARDIAN: The Supreme Officers will retire after which they will receive your greetings.

INSTALLATION OF SUPREME BETHEL

Floor work as per Supreme Book of Ceremonies.

ENTRANCE OF THE SUPREME BETHEL GUARDIAN AND THE ASSOCIATE SUPREME BETHEL GUARDIAN

The Supreme Bethel Guardian and Associate Supreme Bethel Guardian escorted by the Installing Junior Custodian and the Installing Senior Custodian enter the Supreme Bethel room and proceed to the East as per Ritual. Associate Supreme Bethel Guardian presents the Supreme Bethel Guardian with the gavel.

SUPREME BETHEL GUARDIAN: The Supreme Bethel of Job’s Daughters International is about to convene for the Ceremony of Installation. Associate Supreme Bethel Guardian, you will retire and escort the Supreme Bethel Installing Officer into the room.

Associate Supreme Bethel Guardian descends the dais marches west to Altar Line, turns left to South Line, then right to entrance. Returning, with the Installing Officer on his right arm, he proceeds on the South Line to a point west of the Altar, turns left and marches to center of the Altar facing East.

ASSOCIATE SUPREME BETHEL GUARDIAN: I have the honor of presenting _____ who will preside as the Installing Officer for the evening.

SUPREME BETHEL GUARDIAN: Associate Supreme Bethel Guardian, you will conduct the Installing Officer to the East. As they ascend dais, three raps of gavel (*)**

I have the pleasure of introducing _____ who will preside as the Installing Officer of the evening.

INSTALLING OFFICER: I have the pleasure to introduce _____ (name & title), Supreme Bethel Guardian and _____ (name & title), Associate Supreme Bethel Guardian.

Supreme Bethel Guardian presents Installing Officer with the gavel. Supreme Bethel Guardian and Associate Supreme Bethel Guardian are seated in the East. One rap of gavel (*).

INSTALLING OFFICER: Installing Senior Custodian and Installing Junior Custodian, you will retire and invite into the Supreme Bethel Room the other Installing Officers.

Installing Senior and Installing Junior Custodian retire and take their places in the lines. Led by the Installing Guide and the Installing Marshal, the Installing Officers march to the East Line facing west.

INSTALLING OFFICER: In installing the Officers and Representatives of the Supreme Bethel, I will be assisted by:

- _____ **Installing Guide**
- _____ **Installing Marshal**
- _____ **Installing Recorder**
- _____ **Installing Chaplain**
- _____ **Installing Musician**
- _____ **Installing Senior Custodian**
- _____ **Installing Junior Custodian**
- _____ **Installing American Flag Bearer**
- _____ **Installing Canadian Flag Bearer**
- _____ **Installing Australian Flag Bearer**
- _____ **Installing Philippines Flag Bearer**
- _____ **Installing Brazilian Flag Bearer**

_____ **Installing Page** (*Optional)

_____ **Installing Page** (*Optional)

(*Optional if used, the duties of the Pages will be defined by the Supreme Guardian.)

Installing Guide and Installing Marshal, you will conduct the Installing Officers to their respective stations. One rap of gavel (*). When Installing Officers are at their stations, Installing Officer continues.

Installing Guide and Installing Marshal, you will retire and escort into the Supreme Bethel Room the Supreme Bethel Officers and Representatives who are to serve the Supreme Bethel for the ensuing term.

Installing Guide and Installing Marshal march to West Line, turn south and north to South and North Marching Line, turn west and stand at the entrance.

ENTRANCE NARRATION:

Shall be planned by the Supreme Bethel Committee. When all Supreme Bethel Officers and Representatives are in position. One rap of gavel (*).

PRESENTATION OF BIBLE:

INSTALLING OFFICER: Installing Guide, Installing Marshal, and Installing Chaplain, you will retire for the presentation of the Holy Bible.

As Installing Chaplain, followed by Installing Guide and Installing Marshal, re-enters room, three raps of gavel (**). Installing Chaplain places closed Bible on Altar, Installing Guide and Installing Marshal remain at waiting station, as per Ritual. One rap of gavel (*). Installing Chaplain, Installing Guide and Installing Marshal return to their stations.

PRESENTATION OF THE FLAGS:

INSTALLING OFFICER: Installing Guide, Installing Marshal, and Installing Flag Bearers, you will retire and present the flags west of the Altar. As flags enter room, three raps of gavel (**). National Anthem with appropriate music (as per Music Ritual) is sung when flags are west of the Altar.

United States Flag:	“Star Spangled Banner”
Canadian Flag:	“O Canada”
Australian Flag:	“Advance Australia Fair”
Philippines Flag:	“Commonwealth of the Philippines”
Brazilian Flag:	“Hail Brazil”

Order of escort of flags may vary, with host country’s flag being presented first and others placed in the order in which they entered our Order. If United States Flag is host country, Installing Officer continues:

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will escort the flag to the East. When flag is posted. **All citizens of (country) will join with me in the Pledge of Allegiance.** Pledge may be omitted if not the custom of the government.

ESCORT AND INTRODUCTIONS as per Ritual (May be done following the Installation if desired.)

INSTALLING OFFICER: The Supreme Guardian and Associate Supreme Guardian will please step forward. The Supreme Guardian and Associate Supreme Guardian are already seated in the East.

It is with honor that I introduce to you _____ Supreme Guardian and _____ Associate Supreme Guardian.

INSTALLING OFFICER: The Vice Supreme Guardian and Vice Associate Supreme Guardian will please step forward. The Vice Supreme Guardian and Vice Associate Supreme Guardian are already seated in the East.

It is indeed a pleasure to introduce and wish for you a most happy year ahead _____ Vice Supreme Guardian and _____ Vice Associate Supreme Guardian.

INSTALLING OFFICER: The Supreme Bethel Committee will please step forward. The Supreme Bethel Committee is already seated in the East.

INSTALLING OFFICER: It is my pleasure to introduce:

_____	Name	_____	Title
_____	Name	_____	Title
_____	Name	_____	Title

INSTALLING OFFICER: It is my pleasure to introduce _____ Miss International Job’s Daughter. Miss International Job’s Daughter is already seated in the East will rise.

INSTALLING OFFICER: Members and friends of Job’s Daughters, we welcome you here to witness the Installation of the Supreme Bethel Officers and Representatives of Job’s Daughters International. They have been selected to serve for the ensuing term. Before installing them into office, we will ask the blessing of our Father in Heaven. Installing Chaplain, you will attend at the Altar. Three raps of gavel (***)

INSTALLING CHAPLAIN: Oh, merciful and loving Father, we come to You in faith, knowing that You will hear and answer our prayer. Be very near to us in this hour and let Your richest blessing rest upon us as we humbly seek to do Your will. Grant those whom we are about to invest with authority, the spirit of love and charity. Help them to see clearly the power and influence of a beautiful and womanly life. May union and harmony prevail, and as they labor for the highest ideals of life, may they become more gracious and loving, more faithful and patient day by day, and thus complete the foundation of a useful and perfect life. We ask this in Your name. Amen. Installing Chaplain returns to station. One rap of gavel (*).

INSTALLING OFFICER: Installing Recorder, you will read the names of the Supreme Bethel Officers and Representatives who are to serve this Supreme Bethel for the ensuing term. As their names are read, they will rise and stand in front of their chairs.

Installing Recorder reads the names from a list provided for her by the Supreme Bethel Committee.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Supreme Bethel Officers and Representatives for the Obligation.

Installing Guide and Installing Marshal leave the West and stand at waiting stations. INSTALLING GUIDE: Installing Officer, all is in readiness.

Installing Officer descends dais and approaches Altar.

INSTALLING OFFICER: You will place your right hand over your heart and make this promise: Do you promise that no Supreme Bethel shall be opened without the presence of the members of the Supreme Bethel Committee? That you will be guided by the advice of the Supreme Bethel Committee in all matters concerning the work and welfare of the Supreme Bethel? You will assume the following obligation:

In the presence of Almighty God – and these witnesses – I promise to obey the laws – of Job’s Daughters International – that I will counsel with my Supreme Bethel Guardians – and be courteous and obedient to them – that I will be faithful to the duties of my office – that I will endeavor to live in accordance with its teachings – in the hope that I may be found worthy – of being one of “The Fairest in the Land” – that I will strive to be ever faithful to this promise – that should I violate this obligation – I agree to vacate my office – at the request – and upon the declaration – of the Supreme Bethel Guardian. Installing Officer returns to East. One rap of gavel (*).

INSTALLING OFFICER: It gives me great pleasure to present the Supreme Bethel Representatives. The Supreme Bethel Representatives rise.

Supreme Bethel Representatives, you have been chosen to represent a State, Province, or Country. By interchange of communication and ideas you should become familiar with the activities of Bethels throughout Job's Daughters International. That Job's Daughters International may reap a full measure of growth from your duties well done, it is important that you be earnest and diligent in the administration of your position, that the jurisdiction which you represent may be proud of your accomplishments. You may now adorn yourselves with your medallions.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Supreme Bethel Inner Guard and Supreme Bethel Outer Guard at the Altar.

Daughters, guard carefully the doors of the Supreme Bethel and be alert and watchful, guarding against sins which are pressing for admission to pure hearts and minds.

Installing Guide and Installing Marshal, you will present these Officers with their medallions, after which you will conduct them to their stations.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Supreme Bethel Junior Custodian and Supreme Bethel Senior Custodian at the Altar.

Daughters, you are the custodians of the Dove and Urn of Incense, emblems of our Order. Ever let your life symbolize purity and prayer which they represent.

Installing Guide and Installing Marshal, you will present these officers with their medallions, after which you will conduct them to their stations.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Supreme Bethel Chaplain, Supreme Bethel Musician and Supreme Bethel Librarian at the Altar.

Supreme Bethel Chaplain, you are to lead the devotions of the Supreme Bethel and give the Pledge of Honor to adults when necessary. May you lead also in reverence for sacred things, the beacon lights of life.

Supreme Bethel Musician, your duty is to preside at the instrument during the musical parts of our ceremonies. May the harmony of your music ring so true that no discord will enter here.

Supreme Bethel Librarian, your duty is to encourage a taste for the arts and sciences by giving a report on an educational subject. Let your life be an open book whose pages are full of knowledge and truth.

Installing Guide and Installing Marshal, you will present these officers with their medallions, after which you will conduct them to their stations.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Supreme Bethel Recorder and the Supreme Bethel Treasurer at the Altar.

Supreme Bethel Recorder, it is your duty to record all actions of the Supreme Bethel in proper form, receive all money due the Supreme Bethel, paying it over to the Supreme Bethel Treasurer taking her receipt for same.

Supreme Bethel Treasurer, your duty is to receive all funds of the Supreme Bethel, accurately account for them and pay them over to the Supreme Bethel Committee taking a receipt for same.

Installing Guide and Installing Marshal, you will present these officers with their medallions, after which you will conduct them to their stations.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the five Supreme Bethel Messengers at the Altar.

Supreme Bethel Messengers, to you has been given the privilege of unfolding to the Pilgrims the story of Job's eventful life, his pleasures, his trials, his temptations and his final triumph and peace. Be particular therefore, that your own interpretations be earnest and sincere, and that your own lives be an example of patience and faith that your reward may be life's highest attainment.

Installing Guide and Installing Marshal, you will present these officers with their medallions, after which you will conduct them to their stations.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Supreme Bethel Guide and Supreme Bethel Marshal at the Altar.

Supreme Bethel Guide, your duty is to escort distinguished guests and to promote the welfare of the Supreme Bethel.

Supreme Bethel Marshal, your duty is to care for the flags of our nations, to see that suitable preparation is made for our ceremonies and to assist the Supreme Bethel Guide in her duties.

Installing Guide and Installing Marshal, you will present these officers with their medallions, after which you will conduct them to their stations.

Installing Officer will introduce the Supreme Bethel Guide and Supreme Bethel Marshal when they are at their stations.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Supreme Bethel Senior Princess and Supreme Bethel Junior Princess at the Altar.

Supreme Bethel Princesses, you have been selected to assist the Supreme Bethel Honored Queen in all that she may require of you. You should conduct yourselves at all times with quiet dignity befitting your high offices. Be gracious in manner, courteous and gentle, expressing through your daily lives the principles of faith, virtue and honor.

Installing Guide and Installing Marshal, you will present the Supreme Bethel Princesses with their medallions, after which you will conduct them to the East Line to be invested with the honors of their stations. After the Princesses are invested with their capes and crowns the Installing Officer continues.

INSTALLING OFFICER: Supreme Bethel Princesses, ever strive for beauty of character that will outshine the beauty and splendor of your raiment. Supreme Bethel Princesses rise and ascend dais. Three raps of gavel (*)**

INSTALLING OFFICER: It is with pleasure that I present _____ who has been installed Supreme Bethel Senior Princess and _____ who has been installed Supreme Bethel Junior Princess. One rap of gavel (*).

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will cause the Supreme Bethel Honored Queen to kneel at the Altar and place her hands on the open Holy Bible.

Installing Guide and Installing Marshal assist Honored Queen to kneel. Honored Queen places her hands on the Bible. DO NOT TURN BIBLE. Installing Officer descends dais to a point one step East of and in center of Altar.

INSTALLING OFFICER: Supreme Bethel Honored Queen, you will repeat after me. I will be faithful to the laws – of Job’s Daughters International – respect the Supreme, Grand and Bethel Guardian Councils – and endeavor to be worthy of my office – so help me God.

The one selected to hold the office of Supreme Bethel Honored Queen should be generous in character, kind, tolerant and possessed with the ability to preside in a just and gracious manner. Her taste in literature, arts and sciences should be such that she will lead the thoughts of others toward the highest and purest things in life. Polite and courteous attention to the advice of parents and guardians and the consideration of the happiness of others will so strengthen your own life that the beauty of your young womanhood will be observed by all with whom you are associated, and the prayer of all who know and love you is, that our Heavenly Father will guide and direct you in your service of love. Installing Officer moves around Altar and stands behind Supreme Bethel Honored Queen.

This cape is an emblem of your high office and symbolizes the love of the Supreme Bethel members. I now place on your head this crown, an emblem of leadership, and a symbol of your high position. May you always wear it with dignity, grace and humility. Installing Officer moves to between the Altar and Chaplain’s station.

Supreme Bethel Honored Queen, let wisdom and understanding crown your judgment, and the beauty and glory of your reign will be as lustrous as the sheen of your royal cloak. Always strive to wear these honors with real dignity as becoming a Supreme Bethel Honored Queen of this beautiful Order.

SPECIAL MUSIC. (Optional)

Supreme Bethel Honored Queen rises and Installing Officer escorts her to the East. Installing Guide and Installing Marshal return to their stations. Three raps of gavel (***)

INSTALLING OFFICER: It is with pleasure that I present _____ who has been installed as Supreme Bethel Honored Queen for the ensuing term. (Applause)

INSTALLING OFFICER: Supreme Bethel Honored Queen, I present you with the gavel, the emblem of your authority, knowing that in your hands it will be used wisely and well. Supreme Bethel Honored Queen gives one rap of gavel (*).

INSTALLING OFFICER: I now present you with a copy of the Constitution, Bylaws, and Standard Operating Procedures of Job’s Daughters International. These are yours to study for the ensuing term. They define your duties and responsibilities. They also set forth the rights and privileges of all members of the Order. Examine them carefully that your duties may be well done, and the rights and privileges of the members protected.

INSTALLING OFFICER: Installing Recorder, you will make the proclamation.

INSTALLING RECORDER: By direction of the Installing Officer and the Supreme Guardian Council, I proclaim the Supreme Bethel Officers and Representatives of the Job’s Daughters International, legally installed for the transaction of business under the laws of Job’s Daughters International and the Supreme Guardian Council. One rap of gavel (*).

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will retire the Supreme Bethel Installing Officers.

INSTALLATION OF SUPREME BETHEL GUARDIAN AND ASSOCIATE SUPREME BETHEL GUARDIAN:

INSTALLING SUPREME BETHEL GUARDIAN: Supreme Bethel Guide and Supreme Bethel Marshal, you will present the Supreme Bethel Guardian and the Associate Supreme Bethel Guardian appointed for the ensuing term, west of the Alter. When they are in position:

You will place your right hand over your heart and repeat the following pledge: I solemnly affirm on my honor – that I will conform – to the Constitution, Bylaws, and Standard Operating Procedures of the Supreme Guardian Council – and the Manual of Rules and Regulations – of the Supreme Bethel – that I will faithfully perform the duties of my office – and earnestly endeavor – to promote the welfare and prosperity – of the Supreme Bethel. One rap of gavel (*).

Supreme Bethel Guardian, the duties of your office are defined in the Supreme Bethel Rules and Regulations in the Constitution and Bylaws of the Supreme Guardian Council. Yours is an office of great responsibility as the welfare of the Supreme Bethel depends upon the manner in which you perform your duties. Are you willing to assume these responsibilities?

Associate Supreme Bethel Guardian, it is your duty to assist the Supreme Bethel Guardian in the performance of her duties and to assist her in all matters pertaining to the welfare of the Supreme Bethel. Are you willing to assume these responsibilities?

You have been given the privilege of guiding and advising these fair Daughters in life’s pilgrimage and assisting them in their projects for the good of the Supreme Bethel. You should be alert and watchful that your conduct will be an example of patience and virtue which the Daughters will emulate.

(Escort to East, introduce, congratulate and hand the Supreme Bethel Guardian the gavel.)

PRESENTATIONS

- Presentation of Supreme Bethel Honored Queen’s pin
- Presentation of Supreme Bethel Honored Queen’s sash
- Presentation of Past Supreme Bethel Honored Queen’s pin

ACCEPTANCE SPEECH OF SUPREME BETHEL HONORED QUEEN

Introduction of parents

REMARKS

Supreme Guardian
Associate Supreme Guardian
Supreme Bethel Guardian
Associate Supreme Bethel Guardian

COIN MARCH

CLOSING