

INSTALLATION OF GRAND GUARDIAN COUNCIL

GENERAL INFORMATION

1. The Grand Guardian-Elect may choose any seating arrangement and music for the entrance of the Grand Officers.
2. The Installing Musician takes her/his place at the instrument without escort prior to the Prelude and/or entrance of Inviting Officers.
3. When taking their stations, the Installing Officers leave the line just as soon as their stations are reached.
4. The Installing Guide and Installing Marshal use the same lines of march and floor work though the Installation as given in the MN Bethel installation.
5. Grand Officers who are men are installed by the Associate Installing Officer.
6. All Grand Messengers are women. All other appointive Grand Officers may be either women or men.
7. Additional flag bearers, narrators, musicians, etc., may be used.
8. PGGs and PAGGs may be invited to participate in any ceremony following the Closing March.
9. All the Grand Officers may have escorts.

Optional PRELUDE

Optional ENTRANCE OF INVITING OFFICERS
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Escorted by ISC and IJC. March music.

The Assoc Inviting Officer introduces the Inviting Officer, then the Inviting Officer introduces the Assoc Inviting Officer. Applause.

WELCOME

Given by one or both inviting officers.

ENTRANCE OF RETIRING GRAND GUARDIANS

INVITING OFFICER: Installing Senior Custodian (rises) and Installing Junior Custodian (rises), you will retire and escort the Retiring Grand Guardian and Associate Grand Guardian into the room. *March music.*

INVITING OFFICER:

Inviting Officer sounds **THREE RAPS** of gavel[***].

It is my pleasure to introduce _____ Retiring Grand Guardian, (titles)
_____. Applause.

ASSOCIATE INVITING OFFICER: It is my pleasure to introduce _____
Retiring Associate Grand Guardian, (titles) _____. Applause.

Retiring GG and AGG take seats reserved for them.

Inviting Officer sounds **ONE RAP** of gavel [*].

ENTRANCE

OF INSTALLING OFFICER

INVITING OFFICER: Installing Senior Custodian (rises) and Installing Junior Custodian (rises), you will retire and escort into the room, the Installing Officer and the Associate Installing Officer. *March music.*

INVITING OFFICER:

Inviting Officer sounds **THREE RAPS of gavel[***]**.

It is with great pleasure that I introduce _____ (titles) _____ who will preside as the Installing Officer this evening. Applause.

ASSOCIATE INVITING OFFICER: It is with pleasure that I introduce _____ (titles) _____ who will preside as the Associate Installing Officer this evening. Applause.

Inviting Officer sounds **ONE RAP of gavel [*]**.

Inviting Officer and Assoc Inviting Officer take seats reserved for them.

ENTRANCE

OF OTHER INSTALLING OFFICERS

INSTALLING OFFICER: Installing Senior Custodian (rises) and Installing Junior Custodian (rises), you will retire, and escort the other Installing Officers into the room. *March music.*

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

Include ALL Titles

_____ as Installing Guide

_____ as Installing Marshal

_____ as Installing Chaplain

_____ as Installing Musician

_____ as Installing Secretary

_____ as Installing Flag Bearer

_____ as Installing Senior Custodian

_____ as Installing Junior Custodian

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will conduct the Installing Officers to their stations.

March music.

IO Nods to seat Inst Officers.

ENTRANCE OF GRAND OFFICERS

INSTALLING OFFICER: Installing Guide (rises) and Installing Marshal (rises), you will retire and escort into the room the newly elected and appointed officers who are to serve this Grand Guardian Council for the ensuing year. *March music.*

If there is to be a Narration, the Narrator(s) approaches the East informally

IO sounds **ONE RAP of gavel [*]**, when all Grand Officers are in place. Narrator(s) returns to seat.

BIBLE CEREMONY

INSTALLING OFFICER: Installing Guide (rises), Installing Marshal (rises) and Installing Chaplain (rises), you will retire for the Presentation of the Holy Bible. *Appropriate Music.*

IO sounds **THREE RAPS of gavel [***]** as Bible is brought into room. Bible Ceremony is optional.

Bible may be placed on Altar prior to Installation. If a prayer is said or sung (Lord's Prayer), the Bible may be opened, if not, the Bible remains closed.

IO sounds **ONE RAP of gavel[*]** after IChap is back at station.

FLAG CEREMONY

INSTALLING OFFICER or ASSOC INSTALLING OFFICER: Installing Guide (rises), Installing Marshal (rises) and Installing (United States) Flag Bearer (rises), you will retire and escort the Flag of our Country into the room. *Appropriate music.*

IO or AIO sounds **THREE RAPS of gavel[***]** as IFB enters room with Flag.

When Flag is west of Altar, all sing one verse of National Anthem.

INSTALLING OFFICER or ASSOC INSTALLING OFFICER: Installing Flag Bearer, you will place the Flag in the East. *Appropriate music.*

INSTALLING OFFICER or ASSOC INSTALLING OFFICER: All citizens of the United States of America will join in pledging allegiance to the Flag.

IO sounds **ONE RAP of gavel[*]** as IFB turns to return to station.

Appropriate music.

Escort of other Flags is optional.

ESCORT AND INTRODUCTIONS

INSTALLING OFFICER: Escort and Introductions (as per Ritual).

Escort and introduce only those not previously introduced at this GGC Session. Each person is escorted and/or introduced only once, giving all titles.

INSTALLTION OF GRAND OFFICERS

INSTALLING OFFICER: We will now install into their respective stations, the officers who have been elected and appointed to serve this Grand Guardian Council for the ensuing year. Before proceeding, we will ask the blessing of our Heavenly Father.

Installing Chaplain, you will attend at the Altar.

IO sounds **THREE RAPS of gavel[***]**. *Altar music.*

IChap attends at Altar as per Ritual, opens Bible if not previously opened and kneels.

INSTALLING CHAPLAIN: Heavenly Father, source of all love and compassion, let Thy blessings rest upon us as we seek to do Thy will. Give to these officers who are about to assume leadership of our Daughters in this jurisdiction, wisdom, courage and love. Keep them true that they may be fit leaders for "The Fairest in the Land." Bless our Order, that the work we strive to do may be attuned to Thy divine plan. Amen. *Altar music.*

IChap returns to station as per Ritual.

IO sounds **ONE RAP of gavel[*]**.

INSTALLING OFFICER: Installing Secretary (rises), you will read the names of the Officers elected and appointed to serve this Grand Guardian council for the ensuing year, who as their names are read, will rise and remain standing.

Inst Secretary reads office and name of each officer.

INSTALLING OFFICER: Installing Guide (rises) and Installing Marshal (rises), you will present the Grand Officers for the Obligation. *March music.*

INSTALLING GUIDE: Installing Officer, all is in readiness.

IO may give Obligation from the East or from Altar Line. If IO leaves the East, she shall take the gavel with her.

INSTALLING OFFICER: You will place your right hand over your heart and repeat the following Obligation:

I solemnly affirm on my honor – that I will conform to the Constitution – and Bylaws of the Supreme Guardian Council – And the Manual of Rules and Regulations – of the Grand Guardian Council of this State;

That I will faithfully perform – the duties of my office – and earnestly endeavor – to promote the welfare – and prosperity of our order;

That I will endeavor by precept and example – to encourage in our Daughters – the practice of those virtues – principles and lofty ideals – which adorn womanhood – and make life rich – full and abundant.

IO sounds ONE RAP of gavel [*] to seat Grand Officers.

ASSOC INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Grand Inner Guard and Grand Outer Guard at the Altar. *March music.*

Grand Inner Guard and Grand Outer Guard, your duty is to guard the doors of the Grand Guardian Council at its Annual Session. A deeper obligation rests upon you to devote your efforts to promote the growth and influence of the Order. Be ever alert in the performance of your duties.

Installing Guide and Installing Marshal, you will escort the Grand Inner Guard and Grand Outer Guard to their stations. *March music.*

ASSOC INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Grand Senior Custodian and Grand Junior Custodian at the Altar. *March music.*

Grand Custodians, it is your duty to care for the properties of the Grand Guardian Council during its session, and at all times to give the Grand Guardian and Grand Secretary such assistance as they may require of you. May your faithfulness to duty be of great benefit to our Order.

Installing Guide and Installing Marshal, you will escort the Grand Senior and Grand Junior Custodian to their stations. *March music.*

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

Grand Librarian, it is your duty to recommend to Bethels articles and books that will be helpful to Bethel Librarians. Whoever can develop a new idea, impel a noble thought, or cause to be expressed one lofty sentence bestows a great blessing on the world. Give to your selections for our Daughters your most earnest and prayerful consideration.

Grand Chaplain, it is your duty to attend at the Altar and lead this body in its devotions. Prayer is an incense moving heavenward, fraught with hopes and desires. The beauty and the uplifting influence of sincere utterance as expressed in Prayer, means much to our meetings. May God guide you in preparing for this service.

Grand Director of Music, it is your duty to supervise and direct the music of this Grand Jurisdiction. God gave us music. It is the essence of our Order and leads to all that is good, beautiful and harmonious. So attune your life that you may impart the Heavenly gift of music to our Bethel Choirs. How necessary to consider the message you would bring through the strings of your instrument.

Installing Guide and Installing Marshal, you will escort these officers to their stations. *March music.*

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Grand Messengers at the Altar. *March music.*

Grand Messengers, you are to fill the five stations representing the story of the life of Job, upon which the Ritual of our Order is founded. Your duty is to assist the Grand Guardian when requested to do so. Job's Daughters are "The Fairest in All the Land." With patience strive, in faith be firm, God will reward your high endeavor and may you ever be true messengers of helpfulness.

Installing Guide and Installing Marshal, you will escort the Grand Messengers to their stations. *March music.*

INSTALLING OFFICER and/or ASSOC INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Grand Secretary and Grand Treasurer at the Altar. *March music.*

Grand Secretary, it is your duty to keep a record of all proceedings of the Grand Guardian Council and make an annual report thereof, to receive all monies due the Grand Guardian Council and turn them over to the Grand Treasurer and perform the many other duties defined in the laws of the Order. Our progress depends largely upon the skill and intelligence with which you perform the trust that has been committed to you. Promptness and accuracy are essential.

Grand Treasurer, it is your duty to have charge of all funds and securities belonging to the Grand Guardian Council; to receive all monies from the Grand Secretary, keeping an accurate account of the same and make a complete report at the Annual Meeting. Integrity and honor will guide you in a faithful performance of your duties.

Installing Guide and Installing Marshal, you will escort these officers to their stations. *March music.*
The Grand Secretary and Grand Treasurer remain standing until introduced.

It is with pleasure that I present _____ who has been installed Grand Secretary and _____ who has been installed Grand Treasurer for the ensuing year. Applause.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Grand Guide and Grand Marshal at the Altar. *March music.*

Grand Guide, it is your duty to escort distinguished guests and bring such matters before the Grand Guardian Council as will promote the growth and welfare of the organization.

Grand Marshal, it is your duty to assist the Grand Guide, to present and care for our National Emblem and to perform such other duties as may be assigned to you by the Grand Guardian.

Installing Guide and Installing Marshal, you will escort these officers to their stations. *March music.*
Grand Guide and Grand Marshal remain standing until introduced.

It is with pleasure that I present _____ who has been installed Grand Guide and _____ who has been installed Grand Marshal for the ensuing year. Applause.

ASSOC INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Vice Associate Grand Guardian at the Altar. *March music.*

Vice Associate Grand Guardian, it is your duty to assist the Associate Grand Guardian and assume his duties during his absence. Your past experience and a careful study of our laws will prepare you for the performance of these important duties.

Installing Guide and Installing Marshal, you will escort the Vice Associate Grand Guardian to the East. *March music.*

It is with pleasure that I present _____ who has been installed Vice Associate Grand Guardian for the ensuing year. Applause.

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Vice Grand Guardian at the Altar. *March music.*

Vice Grand Guardian, it is your duty to assist the Grand Guardian and assume her duties during her absence or disability. It is also your duty to promote the growth and welfare of the Order. You are a weaver adding new threads to our cloth of gold. Let it be your endeavor to add to its beauty, enhance its value and promote its usefulness.

Installing Guide and Installing Marshal, you will escort the Vice Grand Guardian to the East. *March music.*

It is with pleasure that I present _____ who has been installed Vice Grand Guardian for the ensuing year. Applause.

ASSOC INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Associate Grand Guardian at the Altar. *March music.*

Associate Grand Guardian, it is your duty to assist the Grand Guardian in the performance of her duties, to assist her in all matters pertaining to the welfare of the Order and its relationship to Freemasonry, and to preside when requested to do so. The exercise of the principles of Freemasonry will enable you to perform your duties with honor and credit. Are you willing to assume these responsibilities? (Answer: I do.)

<p>Optional MUSICAL SELECTION For the Associate Grand Guardian</p>

ASSOC INSTALLING OFFICER: Installing Guide and Installing Marshal, you will escort the Associate Grand Guardian to the East. *March music.*

AIO sounds **THREE RAPS** of gavel [***].

It is with pleasure that I present _____ who has been installed Associate Grand Guardian for the ensuing year. Applause.

AIO sounds **ONE RAP** of gavel [*].

INSTALLING OFFICER: Installing Guide and Installing Marshal, you will present the Grand Guardian at the Altar, cause her to kneel and place her hands of the Holy Bible. *March music.*

When in position, the IO may install the GG from the East or from Altar Line. If IO leaves the East, she shall take the gavel with her.

You will repeat after me:

I sincerely promise that I will faithfully obey – and justly enforce – the Constitution and Bylaws – of the Supreme Guardian Council – the Manual of Rules and Regulations – of this Grand 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 the 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.

IO returns to the East, if at Altar Line.

<p>Optional <i>MUSICAL SELECTION</i> For the Grand Guardian</p>
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INSTALLING OFFICER: Installing Guide and Installing Marshal, you will escort the Grand Guardian to the East. *March music.*

IO sounds **THREE RAPS** of gavel [***].

It is with pleasure that I present _____ who has been installed Grand Guardian for the ensuing year. Applause.

IO sounds **ONE RAP** of gavel [*].

Grand Guardian, the duties of your office are defined in the Manual of Rules and Regulations of this Grand Guardian Council and Constitution and Bylaws of the Supreme Guardian Council, which are entrusted in your care. Into your custody is given the Charter of this Grand Guardian council. In your keeping is now entrusted the guidance and control of our Order in this State. Yours is an office of great responsibility as the welfare of the organization depends upon the manner in which you conduct its affairs. It is our prayer that our Heavenly Father will give you courage to meet every difficulty, wisdom to judge each question aright and grace to sustain you in the performance of every duty.

IO sounds **ONE RAP** of gavel [*].

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

INSTALLING SECRETARY: By direction of the Installing Officer, and by authority of the Supreme Guardian Council, I now proclaim the officers of the Grand Guardian council, State of Minnesota, Job’s Daughters International, duly and legally installed for the ensuing year.

Give exceptions if necessary

IO sounds **ONE RAP** of gavel [*].

INSTALLING OFFICER: Installing Officers, you will retire to seats reserved for you.

INSTALLING OFFICER: Grand Guardian, I now present you with the gavel, the emblem of your authority as Grand 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, Faith, Wisdom and Justice. With God’s help, may you conduct its affairs with thoughtful care for the benefit of our Masonic Daughters. Thus will our Order increase in prosperity and be an influence for the good as the future unfolds. I congratulate you and the newly installed officers. We all wish for you a most successful year.

GRAND GUARDIAN: With the presentation of the gavel to the newly installing Grand Guardian, the Installation of the Grand Guardian Council Officer is concluded. A Grand Guardian Council, unlike Bethels, is now at liberty to finish necessary business and close with a ceremony of their own choosing. We would like to remind our Bethels that this option is available to the Grand Guardian Council only.

PRESENTATIONS

Harriet Hoover Jewel to GG (First presented in 1931)
by Retiring GG

Clarence Krahmer Jewel to AGG (First presented in 1945)
by Retiring AGG

PGG Jewel
By _____
PAGG Jewel
By _____

Grand Officer’s gift to GG and AGG
By _____ VGG
IO’s and other Inst Officer’s gift to GG and AGG
By _____ IO and _____ AIO

GG’s Project
By _____

Other Presentations
By _____

Optional
**ACCEPTANCE ADDRESS
BY GRAND GUARDIAN
AND ASSOCIATE GRAND GUARDIAN**
May include introduction of family and special guests.

REMARKS

ANNOUNCEMENTS

CLOSING CEREMONY

GRAND GUARDIAN: Installing Chaplain, you will attend at the Altar.

GG sounds **THREE RAPS of gavel** [***].

IChap attends at Altar as per Ritual, offers Prayer of her/his own choosing, closes Bible and returns to seat reserved on the sidelines.

GG sounds **ONE RAP of gavel** [*].

PROCLAMATION

Option #1

GRAND GUARDIAN: Grand Marshal (rises), you will make the Proclamation.

Option #2

GRAND GUARDIAN: Grand Marshal (rises), you will proclaim the ____ (No.) Annual Session of the Grand Guardian Council of Minnesota, Job's Daughters International closed. The ____ (No.) Annual Session will convene _____ (date) in _____ (location).

GRAND MARSHAL: By direction of the Grand Guardian, I proclaim the ____ (No.) Annual Session of the Grand Guardian Council of Minnesota, Job's Daughters International closed. The ____ (No.) Annual Session will convene _____ (date) in _____ (location).

Grand Marshal is seated.

GG sounds **ONE RAP of gavel** [*].

Option #1

SIGNING THE GRAND GUARDIAN COUNCIL BIBLE BY RETIRING GG AND AGG

Appropriate music

Retiring GG and AGG may be escorted to the Altar to sign the Bible.

*OR the signing may take place following the Retiring March.

RETIRING MARCH

GRAND GUARDIAN: All will remain seated until the Grand Officers have retired. *March music.*

GG sounds **TWO RAPS of gavel** [**].

Grand Senior and Junior Custodian remove the chairs.

Grand Officers retire.

Option #2

SIGNING THE GRAND GUARDIAN COUNCIL BIBLE BY RETIRING GG AND AGG

Appropriate music

Retiring GG and AGG may be escorted to the Altar to sign the Bible.

Optional

OTHER SPECIAL CEREMONIES OR NARRATIONS

Optional
POSTLUDE

Optional
RECEIVING LINE

Optional
RECEPTION