

State Master Councilor Requirements

- 1 Past Master Councilor of a Kansas Chapter
- 2 Has repeated his Obligations from memory
- 3 Has completed the Representative DeMolay (RD) Program
- 4 Has completed at least 1 or more of the Leadership Correspondence Course (LCC)
- 5

The SMC with the assistance of other elected state officers will plan a comprehensive program for his term in office to include; Visitations to Chapters, Meetings, Fund Raisers, State Functions, etc...

- 6
- The SMC will work closely with the other Elected State Officers, the Executive Officer, and State Staff to make sure that *at all times* his calendar of events is moving forward in a timely manner.

- 7
- Keep in contact with the Chapters that make up the State Chapter of Kansas on a regular basis. Your contact should be not only with the Master Councilor of the Chapter, but also with the Chapter Advisor. The SMC should make a minimum of 2 visitations to each Chapter during his term in Office.

- 8 The SMC and the elected state officers will be **REQUIRED** to attend the following events on the dates that they are set as a representative of Kansas DeMolay.

DeMolay International Session (June)
State Conclave, Kansas DeMolay (July)
Grand Lodge of Kansas (March)
Grand Chapter, Order of the Eastern Star (April)
Grand York Rite (April)
Grand Session, Kansas Jobs Daughters (June)
Grand Assembly of Kansas, Rainbow Girls (July)
Grand Session of the Order of Amaranth (October)

There will be at times other functions that you maybe ask to attend during your term of Office (Installations, Legion of Honor Investitures, Chevalier Investitures, Sweetheart Dances, Fund Raisers, etc.). Please attend as many as possible. Should you not be able to attend, it will be **your responsibility** to ask one of your Officers to attend in your place, as well as contact the Chapter Master Councilor, Chapter Advisor, and the Executive Officer or his representative (State Chapter Dad) of your inability to attend and who will represent you.

- 9 State Officers are **REQUIRED** to set an example by selling conclave ads sufficient to pay for their own conclave fees
- 10 The SMC is **Required** to know from memory the following ritualistic parts:
 - a. Opening and Closing of the State Chapter
 - b. Initiatory Degree
 - c. Installing Master Councilor
 - d. 9 O'clock Interpolation

It is always good to know as many other ritualistic parts as possible.

Travel The SMC is responsible for notifying the Executive Officer or his representative (State Chapter Dad) of any travels. This is for your safety.

Should you be invited to attend a function outside of the Jurisdiction of Kansas you are required to obtain permission from the Executive Officer or his representative (State Chapter Dad), before accepting said invitation. This should be done at least 2 weeks in advance of the date of the function when possible.

Deputy State Master Councilor

- 1 Past Master Councilor of a Kansas Chapter
- 2 Has repeated his Obligations from memory
- 3 Has completed the Representative DeMolay (RD) Program
- 4 Has completed at least 1 or more of the Leadership Correspondence Course (LCC)
- 5

The SMC with the assistance of other elected state officers will plan a comprehensive program for his term in office to include; Visitations to Chapters, Meetings, Fund Raisers, State Functions, etc...

- 6
The SSC/SJC will work closely with the other Elected State Officers, the Executive Officer, and State Staff to make sure that *at all times* his calendar of events is moving forward in a timely manner.
- 7
Keep in contact with the Chapters that make up the State Chapter of Kansas on a regular basis. Your contact should be not only with the Master Councilor of the Chapter, but also with the Chapter Advisor. The SSC/SJC should make a minimum of 2 visitations to each Chapter during his term in Office.
- 8
The SSC/SJC will be **REQUIRED** to attend the following events on the dates that they are set as a representative of Kansas DeMolay.

DeMolay International Session (June)
State Conclave, Kansas DeMolay (July)
Grand Lodge of Kansas (March)
Grand Chapter, Order of the Eastern Star (April)
Grand York Rite (April)
Grand Session, Kansas Jobs Daughters (June)
Grand Assembly of Kansas, Rainbow Girls (July)
Grand Session of the Order of Amaranth (October)

There will be at times other functions that you maybe ask to attend during your term of Office (Installations, Legion of Honor Investitures, Chevalier Investitures, Sweetheart Dances, Fund Raisers, etc.). Please attend as many as possible. Should you not be able to attend, it will be **your responsibility** to ask one of your Officers to attend in your place, as well as contact the Chapter Master Councilor, Chapter Advisor, and the Executive Officer or his representative (State Chapter Dad) of your inability to attend and who will represent you.

- 9
State Officers are **REQUIRED** to set an example by selling conclave ads sufficient to pay for their own conclave fees
- 10
The SMC is **Required** to know from memory the following ritualistic parts:
 - a. Opening and Closing of the State Chapter
 - b. Initiatory Degree
 - c. Installing Senior Councilor/Installing Junior Councilor (respectfully)
 - d. 9 O'clock Interpolation

It is always good to know as many other ritualistic parts as possible. The SSC/SJC should learn the part above and below their station should he be called upon to fill in as a replacement.

Travel The DSMC is responsible for notifying the Executive Officer or his representative (State Chapter Dad) of any travels. This is for your safety.

Should you be invited to attend a function outside of the Jurisdiction of Kansas you are required to obtain permission from the Executive Officer or his representative (State Chapter Dad), before accepting said invitation. This should be done at least 2 weeks in advance of the date of the function when possible.

Kansas DeMolay

Letter of Intent for State Councilor

State Office you are seeking

Last Name _____ First Name _____

Current Office _____ Age _____

Address _____

City _____ State & ZIP _____

Phone _____ Email _____

Chapter _____ Location _____

Year in School: _____ Grade Point Average _____

Name of school you are attending: _____

Location: _____

Known Ritual Parts

What are your goals as an officer?

This form is due to the Executive Officer by July 1st. Late entries will be disqualified.

Kansas DeMolay

Required Signatures

Active DeMolay

I have read, understand and can fulfill all of the requirements of Kansas DeMolay for consideration to be eligible for the office that I am seeking. I understand that should I be elected to said office and not be able to fulfill the requirements of said office, I can be removed from said office by discretion of the Executive Officer of the jurisdiction of Kansas.

Full Name

Signature

Date

Parent/Legal Guardian

I do now and will support my son in his intentions to pursue the office he seeks in Kansas DeMolay. I realize that he is about to assume great responsibilities which will be challenging and at the same time could very well test the metal of which he is made. I have read and understand all of the aforementioned requirements and understand that my son can be removed from said office by discretion of the Executive Officer of the jurisdiction of Kansas should my son not be able to fulfill the requirements of said office.

Full Name

Signature

Date

Chapter Advisor

I do now and will support this young man in his intentions to pursue the office he seeks in Kansas DeMolay. I realize that he is about to assume great responsibilities which will be challenging and at the same time could very well test the metal of which he is made. I realize that this young man may seek my guidance and council on matters of concern to him. I have read and understand all of the aforementioned requirements and understand that this young man can be removed from said office by discretion of the Executive Officer of the jurisdiction of Kansas should this young man not be able to fulfill the requirements of said office.

Full Name

Signature

Date

Date received by
Executive Officer