

Grand Officer Handbook
2016-2017 Edition
V2. September 2016 – June 2017

The 2017 Grand Officer Handbook received the following sections at Grand Assembly 2016:

- Expectations of a Nevada Grand Officer
- Looking like a Nevada Grand Officer
- Grand Officer Etiquette
- Grand Officer Responsibilities Immediately Following Grand Assembly
- Grand Officer Address List
- Adult Leadership Team Address List

The following sections address the remainder of the Grand year (September – June):

- Grand Officer Responsibilities
- Grand Officer Deadlines
- Preparing for Grand Assembly

Each section is intended to stand on its own; therefore, the page numbers are for each section, not the entire handbook.

This is your handbook. It does not need to be returned. Please organize the sections in the order that works best for you, and make notes throughout each section to help you ensure you are prepared to fulfill the expectations of a Nevada Grand Officer and the duties of your office/s.

Please note, some information has been removed from the Grand Officer Handbook, because it is information that should have acquired as a New Member and Line Officer. If you wish to reference these documents, please refer to the appropriate handbook noted below.

- ❖ Clothing Guidelines: located in the New Members Handbook
- ❖ Nevada Traditions: located in the New Members Handbook
- ❖ Order Forms for Hairpieces: located in the Line Officers Handbook, PWA Section

The Grand Officer Handbook will be reviewed and updated annually, prior to the next Grand Assembly. If you detect errors or omissions or if you have recommendations on how to better format the Handbook, please send those to the Supreme Officer no later than May 1st of each year.