

## GRAND OFFICER APPOINTMENT - APPLICATION FORM

~ The Application Package must be submitted to the Mother Advisor by September 20, 2017 ~

The Grand Officer Application Package includes the following:

1. Application Form signed by the applicant and her parents
2. Copy of WA Term Report for Rainbow Trails
3. Check payable to Nevada Grand Assembly for \$75
4. Grand Officer Recommendation Form
5. Confidential letter, in a sealed envelope, written to the Supreme Officer

*Application must be printed in black or blue ink or typewritten; additional pages may be attached, if necessary.*

Name:		
Complete Mailing Address (including zip code):		
Phone:		Email:
Date of Birth:		Age as of June 15, 2017:
Attend School at:		Employed by:
Grade in School:	GPA:	Hours Worked per Week:
Extra-Curricular and Community Activities:		
School and work plans for the upcoming year (2017-2018):		
Respond to the following statement: Because of Rainbow, I can ...		

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If appointed as a Grand Representative, I would like to represent the following states:  
(a response is expected from each applicant; circle all that apply.)

Alabama	Alaska	Illinois	Iowa/Minnesota
Kentucky	Missouri	New Hampshire	North Carolina
Rhode Island	Tennessee	Vermont	

I have reviewed the Grand Officer Appointment Guidelines, and I agree to fulfill the expectations of a Nevada Grand Officer. Additionally, I agree to continue to live by the high moral standards of the International Order of the Rainbow for Girls, as well as the established Code of Conduct for Nevada Rainbow Girls.

\_\_\_\_\_  
(Applicant's Signature)

\_\_\_\_\_  
(Date)

**WE** have reviewed this information with our daughter. We understand Grand Officers are expected to attend events across our State, including Official Visits, Camp, and Receptions, which requires a commitment of time and money. Additionally, we understand that if our daughter is appointed to serve as a Grand Officer, she/we will be required to meet certain financial obligations, including the purchase of her Grand Officer dress and attendance of Nevada Grand Assembly in June 2018, in Las Vegas.

We agree that the enclosed check for \$75, payable to Nevada Grand Assembly, will only be deposited if our daughter is appointed to serve as a Grand Officer for the 2017-2018 Grand year. These funds will be applied to her Grand Officer pin deposits and fees; any remaining balance will be applied to her Grand Officer dress payment. If she is not appointed at this time, the check will be returned to us no later than November 15, 2017.

\_\_\_\_\_  
(Parent's Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Parent's Signature)

\_\_\_\_\_  
(Date)

Mom's Name:	Dad's Name:
Address: (City/Zip Code)	Address: (City/Zip Code)
Phone:	Phone:
Email:	Email:

## GRAND OFFICER APPOINTMENT - CONFIDENTIAL LETTER

Grand Officer appointments are based on information provided for each applicant, including the Application Form completed by the girl requesting a Grand Officer appointment, as well as the Recommendation Form completed by the Advisory Board and letters of recommendation written separately by the Mother Advisor and the Grand Deputy.

While this information allows the Supreme Officer to evaluate each girl's strengths and challenges, it does not necessarily provide insight into a girl's dreams and aspirations. These dreams are often very personal, and therefore, kept private. To maintain this privacy, each girl seeking a Grand Officer appointment is asked to write a CONFIDENTIAL letter to the Supreme Officer sharing these hopes and dreams. Sharing this information, however, is not intended to imply that an applicant will *always* receive the office she is dreaming about. Ideally, each applicant will be appointed to at least one of her dream offices during her tenure as a Grand Officer. However, it is important to remember that in the Grand Family, each Grand Officer is given the opportunity to "bloom where she is planted" with each Grand Officer appointment.

This letter should be given the same attention to detail as a scholarship application or a job application. The letter must be type written or written in black or blue ink. The letter should be written in complete sentences, using proper grammar and sentence structure, i.e. capital letters, punctuation, etc. Continuing and returning Grand Officers are strongly encouraged to write a new letter each year, sharing their most current goals, aspirations, and ideas.

After the confidential letter is placed in a sealed envelope, the applicant should sign the back of the envelope (over the sealed edge). The Application Package, including the sealed envelope, must be given to the Mother Advisor by the March 15<sup>th</sup> deadline.

The CONFIDENTIAL letter to the Supreme Officer should include the following:

- During the 2017-2018 Grand Year, each Grand Officer will be appointed to serve on a committee – Fundraising, Membership, Public Relations, or Grand Executive Committee. Each applicant should identify the committee or committees (up to two total) she would prefer to serve on and discuss what she hopes the committee will accomplish during the upcoming year.
- On the Grand Officer Application Form, each applicant identified states she would like to represent (as a Grand Representative). Each applicant should briefly discuss why she requested these specific states. For instance, does she have family in a specific state, is she planning to attend college in an identified state?

Again, this letter will remain CONFIDENTIAL. It will not be read by anyone other than the Supreme Officer. At the end of the Grand Year, the letter will be destroyed by the Supreme Officer.

The envelope is to be given to the Mother Advisor, with the Application Form, Recommendation Form, Rainbow Trails article summarizing the applicant's term as Worthy Advisor, and check payable to Nevada Grand Assembly, by the established deadline.

## GRAND OFFICER RECOMMENDATION FORM

**To be completed by Applicant:**

*Attach additional pages as necessary.*

Name:
Current Assembly Office:
Current Grand Office:
Previous Grand Office/s:
Out of State Grand Assemblies and Supreme Assemblies attended by year:

**To be completed by Mother Advisor:**

Number of Service Hours reported **since last Grand Assembly:** \_\_\_\_\_

Number of Petitions submitted **since being initiated:** \_\_\_\_\_

Number of Petitions submitted **since last Grand Assembly:** \_\_\_\_\_

Number of EXTRA Service Bars earned **since last Grand Assembly:** \_\_\_\_\_

Since last Grand Assembly, this member has attended (circle one in each category):

Assembly Meetings	All	Nearly All	Some	None
Assembly Service Projects	All	Nearly All	Some	None
Assembly Fundraising Projects	All	Nearly All	Some	None
Assembly Fun Projects	All	Nearly All	Some	None
Other Assemblies' Meetings	All	Nearly All	Some	None
Other Assemblies' Installations	All	Nearly All	Some	None
Rainbow Camp/Rainbow Sunday	Yes	No, Excused	No, Unexcused	
Founder's Day Activity	Yes	No, Excused	No, Unexcused	

**To be completed by Grand Deputy:**

Average Performance Evaluation scores based on ballots by Advisory Board Members

Ritualistic Work: \_\_\_\_\_ Floor Work: \_\_\_\_\_ Cooperation: \_\_\_\_\_

Dependability (MA/AMA/GD only): \_\_\_\_\_ Attitude (MA/AMA/GD only): \_\_\_\_\_

Based on our knowledge and experience, we recommend the applicant be considered for the following:

\_\_\_ Grand Representative      \_\_\_ Grand Flag Bearer      \_\_\_ Grand Bow Officer

\_\_\_ Specialty Officer (*circle applicable office/s*): Dean, Editor, Historian, Lecturer

\_\_\_ Other Grand Floor Officer (*circle applicable office/s*): Confidential Observer, Outer Observer,  
Musician, Choir Director, Drill Leader, Chaplain, Recorder, Treasurer

\_\_\_ Grand Line Officer

\_\_\_ Grand Worthy Advisor

**To be completed by the Advisory Board members present:**

We concur and support this recommendation and acknowledge that discussions regarding a Grand Officer recommendation are confidential and may not be discussed outside today's meeting. Any infraction in this area may result in forfeiture of the Rainbow Girl's appointment as a Grand Officer and will result in the Advisory Board Member's removal from that body.

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

## **GRAND OFFICER PERFORMANCE EVALUATION PROCESS**

**To be printed and distributed by the Grand Deputy**

1. The Grand Deputy is responsible for obtaining the appropriate number of copies of this form, based on the number of Advisory Board members and the number of applications to be considered.
2. A copy of this form is to be distributed to each Advisory Board member who is eligible to participate in the Grand Officer recommendation (voting) process.
3. Each eligible Board member will score each applicant based on her own, individual merits.
4. The Grand Deputy and another Board Member will tally and average the scores for each criteria area.
5. The Grand Deputy will write the average scores on the Grand Officer Recommendation Form prior to the voting Board members signing the form, indicating their endorsement of the recommendation.
6. The Grand Deputy will destroy the ballots at the conclusion of the Advisory Board meeting.

### **PERFORMANCE CRITERIA**

**RITUALISTIC PERFORMANCE:** A rating of "5" reflects letter perfect ritualistic performance by this applicant, given reasonable notice to fill an office. As members progress through the Line, it is expected they will memorize their work and present it in a near-perfect manner. Reality reminds us, however, that not everyone has a photographic memory.

**FLOOR WORK:** A rating of "5" reflects an applicant who has obviously attended practices and paid attention, even when other officers were performing. She is now able to accomplish the floor work of any office with ease and comfort.

**COOPERATION:** A rating of "5" reflects an applicant who makes herself available to assist equally with "important" and menial tasks - assisting by filling vacancies and washing dishes!

#### **Grand Deputy/Mother Advisor/Assistant Mother Advisor Only**

**DEPENDABILITY:** A rating of "5" reflects an applicant who signs up for an activity and then shows up at the appointed place, on time, without several reminders. It also reflects an applicant who says "I'll get back to you" and DOES.

#### **Grand Deputy/Mother Advisor/Assistant Mother Advisor Only**

**ATTITUDE:** A rating of "5" reflects an applicant who cheerfully and graciously cooperates and demonstrates dependability. A high rating here indicates this applicant always has her "Rainbow Hat" on and projects consideration, encouragement, humility, and kindness to all others.

This page can be torn in half several times to create eight ballots. Additional scoring sheets will be necessary for each Board member.

Applicant's Name: _____ Ritualistic Performance: _____ Floor Work: _____ Cooperation: _____ MA/AMA/GD (only) Dependability: _____ MA/AMA/GD (only) Attitude: _____	Applicant's Name: _____ Ritualistic Performance: _____ Floor Work: _____ Cooperation: _____ MA/AMA/GD (only) Dependability: _____ MA/AMA/GD (only) Attitude: _____
Applicant's Name: _____ Ritualistic Performance: _____ Floor Work: _____ Cooperation: _____ MA/AMA/GD (only) Dependability: _____ MA/AMA/GD (only) Attitude: _____	Applicant's Name: _____ Ritualistic Performance: _____ Floor Work: _____ Cooperation: _____ MA/AMA/GD (only) Dependability: _____ MA/AMA/GD (only) Attitude: _____
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