



INSTALLING OFFICER

RITUAL JUDGING SHEET – Traditional



Competitor: «COMPETITOR NAME»

Judge: «JUDGE NAME»

Assembly: «ASSEMBLY NAME»

Jurisdiction: «ST»

PENALTY

By authority vested in me as Installing Officer of Assembly Number _____, I declare the Assembly open for Installation.

*** {3 Raps}

Sister Chaplain, you will attend the Altar.

* {1 Rap}

Sister Recorder, you will call the names of the Officers elected and appointed to fill the stations of this Assembly for the ensuing term. Sister Marshal, you will escort each of these Sisters, as her name is called, back of the Color Stations facing the East.

As no one should ever set forth on any great or important work without the assistance of prayer, the Assembly will please stand with bowed heads while the Chaplain leads us in prayer.

*** {3 Raps}

Lord help us to keep our promise

* {1 Rap}

Sister Marshal, you will present the Worthy Advisor elect before the Altar for installation

My sister, you have been elected Worthy Advisor of this Assembly for the ensuing term, yet before you can assume the responsibility of this high office, I shall exact from you certain pledges:

Do you believe in the existence of one true and living God?

{I do}

Do you believe that we should be careful in the selection of members?

{I do}

Do you recognize the authority of the Supreme Assembly and agree that during your administration as Worthy Advisor, you will, to the very best of your ability, be true and loyal to its Constitution and Statutes?

{I do}

Do you agree that as you shall preside over this Assembly as Worthy Advisor, you will at all times be fair and considerate and in no way abuse the power that has been placed in your hands?

{I do}



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Do you agree to counsel with the Mother Advisor and Advisory Board at all times that peace and harmony may prevail?

{I do}

My Sister, your Assembly, in its wisdom and judgment, has elevated you to the office of Worthy Advisor, the highest honor it can confer. With this honor comes responsibilities and duties. These duties should be discharged with your utmost thought, prayer and ability. As your decisions should be characterized by thought and tempered with judgment, so should your life be influenced by kindness and tempered with the fine steel of charity. You should be an example to the members of the Assembly, not only in your everyday life, but in your association with them, and remember, though elevated for the time being, you too must return to the ranks. May God speed you and aid you in your term of office and may you look to Him for strength and vision.

Sister Marshal, you will invest our Sister with the jewel of her office.

My sister the jewel of your office is the Gavel. It is a symbol of power and authority and may you ever regard it as such.

Sister Marshal, you will conduct our Sister to the East.

*** {3 Raps}

Members of Assembly Number _____, you have heard the pledges that the Worthy Advisor has taken at our Altar. Do you agree as you behold her in the East to be true and loyal to her and to help in every way within your power to make her term of office profitable and pleasant?

Sister worthy advisor behold the members of your assembly. members of the assembly behold your worthy advisor and salute her with grand honors.

* {1 Rap}

Sister Marshal, you will present the Worthy Associate Advisor elect before the Altar for installation.

My Sister, because of your interest and devotion to this Assembly you have been elected to its second highest office. The responsibilities of this office are great. You not only serve the Assembly in the absence of the Worthy Advisor, but you should be constantly preparing yourself to assume the regular duties of that office. Cooperate with the Worthy Advisor in all things, as you are her chief officer. Guard well your life's pattern that it may reflect the teaching of The Great White Light, which rests upon the Altar of this Assembly. Do not hesitate to turn to our Supreme Being in times of stress and when your judgment may be limited by mortal boundaries. In Him you will find an inexhaustible supply of wisdom and strength.



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Sister Marshal, you will invest our Sister with the jewel of her office.

My Sister, the jewel of your office is the Crossed Gavels. It is a symbol that the power entrusted into your hands is second only to that of the Worthy Advisor.

Sister Marshal, you will conduct our Sister to her station in the West.

Sister Marshal, you will present Sister of Charity elect before the Altar for installation.

My Sister, the office to which you have been elected is one of the most important in the Assembly, not only because of its beautiful teachings, but because the whole basic structure of religion rests upon charity. Many words could be said, many pages written, on the obligation of your office for it is the embodiment of everything good. Charity includes not only alms for the poor, kindness for the distressed, but also the guarding against vicious gossip and unkind words. The bearer of tales often finds herself borne on the tongues of others. Your office symbolizes the end of the journey. It is the last lesson of initiation, and we would impress upon you that the real secret of life that leads to happiness is charity. May God help you and keep your life the living example of your office.

Sister Marshal, you will invest our Sister with the jewel of her office.

My Sister, the jewel of your office is the Money Bag. It represents life's treasures preserved through charitable deeds.

Sister Marshal, you will conduct our Sister to her station in the North.

Sister Marshal, you will present Sister of Hope elect before the Altar for installation.

My Sister, God spoke to Noah saying, 'And I do set My bow in the clouds, and it shall be for a token of a covenant between Me and the earth.' Thus God established hope on the face of an earth that was discouraged and afraid after a great disaster. You, my Sister, represent that Divine Promise. Always remember that the more discouraged your Sisters may be, the more they will come to you for advice and counsel. The responsibilities of your office are great and you are cautioned to remember that you must, at all times, extend the loving hand of Hope to each member of this Assembly.

Sister Marshal, you will invest our Sister with the jewel of her office.

My Sister, the jewel of your office is the Anchor. It represents a life that is secure in right living and thinking.

Sister Marshal, you will conduct our Sister to her station in the South.

Sister Marshal, you will present Sister of Faith elect before the Altar for installation.



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My Sister, in electing you to serve as Faith, your Assembly has placed the utmost confidence in you. You not only receive the candidate but you make the first impression on her. It is said that the first impressions are lasting, so guard well her reception, observing at all times decorum and dignity so that the impression you make will not only be pleasing, but will be indelibly stamped upon the mind of the candidate; and she will ever remember our beautiful Order. Remember, my Sister, that in this life we are constantly groping in darkness and without the firm guiding hand of faith many would fall by the wayside. Extend your hand, Sister of Faith, to guide your Sisters toward the Source of All Light.

Sister Marshal, you will invest our Sister with the jewel of her office.

My Sister, the jewel of your office is the Dove. It represents the life that is at peace because of its abiding faith.

Sister Marshal, you will conduct our Sister to her station.

Sister Marshal, you will present the Recorder elect before the Altar for installation.

My Sister, into your hands will be entrusted the records of the Assembly, together with it correspondence. Records are the basis of all business and business is the foundation of all organizations. You will be expected to keep a careful record of all official transactions and report them to the assembly. May your greatest reward be the satisfaction of having rendered faithful service to your Assembly, so that at the close of your year's work, you will have confirmed the confidence the Assembly reposed in you when they elected you as recorder.

Sister Marshal, you will invest our Sister with the jewel of her office.

My Sister, the jewel of your office is the Pen. It represents a life that each day finds an imperishable place in the written records of the Assembly.

Sister Marshal, you will conduct our sister to her station.

Sister Marshal, you will present the Treasurer elect before the Altar for installation.

My Sister, the member who fills the office of Treasurer is one in whom the Assembly has the utmost confidence, and you have been honored with this high office. Yours is one office in the Assembly that might be challenged by temptation, but temptation defeated tempers character just as fire tempers steel. You will receive all money and pay it out on order of the Assembly, keeping a strict account that you may make a good report at the close of your year. Accuracy should be the password of your office.

Sister Marshal, you will invest our Sister with the jewel of her office.

My Sister, the jewel of your office is the Key. It represents a life that has locked within it the true element of success and happiness.

Sister Marshal, you will conduct our sister to her station.



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Sister Marshal, you will present the Chaplain before the Altar for installation.

My Sister, in the annals of human history there have been only a few great chaplains. In appointing you to this office the members of the Assembly have voiced the opinion that you can nearest emulate their teachings. Your life should ever be reaching toward that plane of perfection on which their feet have trod. It is your duty to intercede with God when the members of the Assembly humbly bow their heads at His Throne. So live that you may lead these devotions to the Source of All Power without fear and with a full assurance that our Father in Heaven hears and answers the prayers of his children.

Sister Marshal, you will invest our Sister with the jewel of her office.

My Sister, the jewel of your office is the open Bible. It represents a life that is directed by Divine Guidance.

Sister Marshal, you will conduct our Sister to her station.

Sister Marshal, you will present the Drill Leader before the Altar for installation.

My Sister, you have been selected as Drill Leader because we believe you can most efficiently carry out the duties of that office. You should be an example of graceful leadership and so conduct yourself in your floor work that you will inspire the membership with its dignity and beauty. It is your duty to conduct the candidates to the door of the Preparation Room. Let me admonish you to meet them in a manner that will impress them with the sacredness of the ceremony into which they are about to enter. Always keep the duties of your office in mind that you may guide your Sisters into the Higher Way.

Sister Marshal, you invest our Sister with the jewel of her office.

My Sister, the jewel of your office is the Spear. It represents a life that is directed daily to the better and higher ideals.

Sister Marshal, you will conduct our Sister to her station.

Sister Marshal, you will present the following Sisters before the Altar for installation: Sisters of Love, Religion, Nature, Immortality, Fidelity, Patriotism, and Service

My Sisters, you are familiar with the lessons taught in an Assembly Room at the Color Stations and you no doubt realize the importance of the position you are to occupy in our initiatory work. The proper understanding of your lecture, and the proper presentation of it, will produce that harmony and beauty which is symbolized in this Assembly by the Holy Bible. You each represent a color and for the time being are entrusted with the keeping of that color. We hope you will regard this honor and trust as one of the most important this Assembly can give it to its members.

Sister Marshal, you will invest each of our Sisters with her jewel of office.



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Sister of Love, the jewel of your office is a color bar of red and is a symbol of love and devotion.

Sister of Religion, the jewel of your office is a color bar of orange and is a symbol of the heroic in religion.

Sister of Nature, the jewel of your office is a color bar of yellow and is a symbol of the beauty of God's great out-of-doors.

Sister of Immortality, the jewel of your office is a color bar of green and is a symbol of immortality and eternal life.

Sister of Fidelity, the jewel of your office is a color bar of blue and is a symbol of loyalty and trueness.

Sister of Patriotism, the jewel of your office is a color bar of indigo and is a symbol of patriotism and courage.

Sister of Service, the jewel of your office is a color bar of violet and is a symbol of service and self- sacrifice.

Sister Marshal, you will conduct our Sisters to their several stations.

Sister Marshal, you will present the Confidential and Outer Observers before the Altar for installation.

Sister Confidential Observer you have been selected to guard the Inner Door of this Assembly. You will ascertain the cause of all alarms and report them to the worthy advisor or to the worthy associate advisor. Upon their order you will admit or refuse to admit those who seek admission. You will attend to the opening and closing of the doors of the assembly during the time your assembly is in session. Look well to your duties that none may gain admission who are not justly entitled to do so.

Sister Marshall you will invest our sister with the jewel of her office.

My Sister, the jewel of your office is the Cross Swords. It represents a life that is closely guarded against intrusions.

Sister Outer Observer, the responsibility that rests upon you is indeed grave. Our traditions depend entirely upon your watchfulness. The portals of our Assembly are yours to guard and, if you do not know those who seek admission, you will see to it that someone vouches for them. The security of the Assembly in all its deliberations is centered in the confidence and trust that has been placed in your hands.

Sister Marshall you will invest our sister with the jewel of her office.

My Sister, the jewel of your office is the Sword. It represents a life that carefully guards its innermost thoughts.



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Sister Marshall you will conduct our sisters to their respective stations.

Sister Marshall you will present the Musician, Choir Director, and Choir before the Altar for installation.

My Sisters, you have been selected as Musician, Choir Director and singers because the Assembly believes you have the special talent necessary to direct and present the songs and music appropriate to our ceremonies. When the spirit of a girl soars upward, when her vibrations are reaching out toward the plane of perfection and she can no longer express herself in words, she must of necessity turn to music. When all else fails her expressions, music answers. In music alone can the finer sensibilities of human emotions be wafted heavenward. It is sometimes almost possible to believe that God hears songs above all else. Our Order depends on harmony and harmony can be expressed most effectively through the medium of music. Discharge your duties well that the teachings of our Order, as portrayed in our Ritual, may long be remembered by those who pass along the way of Initiation, as well as by those who shall be our visitors or invited guests.

Sister Marshal, you will invest each of our Sisters with the jewel of her office.

Sister Musician, the jewel of your office is the Music Note. It represents a life that is in tune with the Infinite.

Sister Choir Director, the jewel of your office is the Harp. It represents a life that is God like, manifesting itself in harmony.

Sister Marshal, you will conduct our Sisters to their stations.

Sister Marshal, you will present the Mother Advisor before the Altar for installation.

Mrs./Ms. _____, you have been selected by the Advisory Board of this Assembly to act as Mother Advisor to the girls. This honor has been conferred upon you for two reasons: First, to recognize the interest that you show in the girlhood of your town, thus recommending you as one fitted for a leader. Second, because they believe you to be one to whom girls can come with their troubles and one to whom they can pour out their hearts most freely, feeling sure that you will give them motherly counsel and help them solve their problems.

The idea of creating this office was not to select someone who would rule with an iron hand, but rather one who would inspire the confidence of the girls of the Assembly and by whose life they could receive inspiration and help at all times. You are what your station indicates; you are an advisor. There may be girls in this Assembly who are not so fortunate in this life as to have the counsel and advice of a mother; you are to be to these girls, a mother. They no doubt will come to you many times and with that same kindness and gentleness that would characterize the real mother, we sincerely trust that you will, to the best of your ability, fill that place. You will have an opportunity to help many girls and you have been selected in order that you may be such a mother to them.



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Sister Marshal, you will invest the Mother Advisor with the jewel of her office.

Mrs./Ms. _____, the jewel of your office is a Circle of Gold. It represents a life that encircles other lives and denotes protection.

Sister Marshal, conduct our Mother Advisor to the East at the left of the Worthy Advisor.

*** {3 Raps}

Members of _____ Assembly, I take a great deal of pleasure in presenting to you Mrs./Ms. _____ who has been selected by the Advisory Board as your Mother Advisor. I counsel all of you to seek her out many, many times and advise with her whenever things do not go as you think they should. The Assembly will salute the Mother Advisor with Grand Honors.

Sister Marshal, you will present the Flag at the Altar.

Please join with me in giving the 'Pledge of Allegiance.'

I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

Mother Advisor, members of this Assembly an friends, let us stand for a moment with bowed heads in the presence of the Flag of our country. Our Flag is the great symbol of our civilization for which countless thousands have laid down their lives on the field of battle. Members of our own household have followed it across the seas to the uttermost parts of the earth, and wherever it has gone, it has been a symbol of the liberty of the individual that stands for the very highest of human attainments. Under no circumstances let us ever dishonor this most precious Flag, but let us make it, and the lessons of patriotism founded upon the beautiful lessons of our own religion, the very soul of our Assembly.

* {1 Rap}

Sister Marshal, you will present the Advisory Board just back of the Color Stations, facing the East, for installation.

Members of the Advisory Board, now is your opportunity, by your own example, to assist in molding the character of the girls of your community. These girls are looking to you to guide not only their footsteps but to direct their lives into righteous paths. We, therefore, admonish you to never to take a step that you would not have them follow. Guard the welfare of our girls cautiously and advise with them in all things necessary. May you carry with you always the thought that 'someone is looking to you'.

*** {3 Raps}



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Members of the Assembly, these Advisory Board Members are to be your Advisors throughout the year. They are your friends; greet them with a hearty welcome.

* {1 Rap}

Sister Marshal, you will conduct the members of the Advisory Board to their seats.

Worthy Advisor, I now hand to you the gavel, symbol of your authority which I trust you will wield with fairness and justice to all.

Sisters and Brothers, you have witnessed the Installation Service of Assembly Number _____. You are reminded of the fact that in all institutions it becomes necessary for some to lead and direct their affairs for the time being, and for some others to follow under their leadership. Those who are privileged in this life to lead for awhile assume a great responsibility, and we sincerely hope that the Officers of this Assembly will give their time and their talents in the hope that they may do its work well. May the members of the Assembly rededicate themselves anew to a life of service, and may you be happy together, and may the Assembly prosper under your leadership and direction.

Sister Marshal, you will proclaim the Officers of _____ Assembly Number _____ regularly installed.

TALLY

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