

SPJST Youth Club Officer Official Installation Ceremony

SPJST Youth Club Officers are elected in May, and installed at the June meeting. The installing officer may be the adult lodge president, the District Director, the District Youth Counselor or any other adult as approved by the lodge.

President-Elect: The _____ (year) officers of SPJST Lodge _____, _____ Youth Club will be installed. I present _____ (name of installing officer).

Installing Officer: Secretary, will you call the name of each new officer? *(Secretary stands in front and reads the office and name of each officer. The officers come forward and face the membership.)* Are all the members present satisfied with the election of these officers?

Members: Yes.

Installing Officer: Young men and women, you have been elected to serve in positions of responsibility and leadership within your SPJST youth club. Are you willing to serve these positions with honor and faithfully perform your duties of your office?

Officers: Yes, we are.

Installing Officer: *(Calls each officer to step forward as duties are read.)* President, you are charged with presiding at all meetings with an impartial attitude and with enthusiasm. You are responsible for giving overall direction and ideas to the youth club. You are the official representative of the youth club. Do you pledge to fulfill these duties to the best of your ability?

President: Yes, I do.

Installing Officer: Vice President, your duties will be to serve in the absence of the president and manage the work of the different committees. Your leadership will guide the work of all the committee chairmen. You will also see that your youth club's quarterly report is submitted to the State Youth Director. Do you pledge to fulfill these duties to the best of your ability?

Vice President: Yes, I do.

Installing Officer: Secretary, you are responsible for recording all proceedings during meetings and keeping the minutes up-to-date. You will record all motions and votes during regular or called meetings and answer all correspondence for the youth club. The reading of the minutes will be your responsibility during each meeting. Do you pledge to fulfill these duties to the best of your ability?

Secretary: Yes, I do.

Installing Officer: Treasurer, you are charged with keeping the financial records of the youth club in order. You will record the income and expenses of the club and report the balance at each meeting. You will also record membership dues. Do you pledge to fulfill these duties to the best of your ability?

Treasurer: Yes, I do.

Installing Officer: Reporter, you are responsible for reporting the business of this club to the *Vestnik* at least once a month. The club will depend on you to publicize the special events or socials as planned. You will also write to the local news media. Are you willing to fulfill these duties?

Reporter: Yes, I am.

Installing Officer: Sergeant-at-Arms, you will assist the youth leader and the president in maintaining order during the meetings. You will know the rules of the youth club and the by-laws of the SPJST Youth Department. You will serve in your position with an impartial attitude. Do you pledge to fulfill these duties to the best of your ability?

Sergeant-at-Arms: Yes, I do.

Installing Officer: Flag Bearer, your duties are knowing the Pledge of Allegiance, the proper placement of the flag, and the proper procedure for folding the flag. Are you willing to fulfill these duties?

Flag Bearer: Yes, I am.

Installing Officer: It gives me great pleasure to install you in your respective offices and to have you take your oath of office. Place the palm of your right hand over your heart and repeat after me.

**We, and each of us • hereby promise • and upon
our word of honor • that we will properly • and
faithfully • perform all the duties • as officers of
SPJST Lodge (number), (town) Youth Club.
We pledge that • while performing our duties •
that we will always • treat our SPJST brother and
sisters • fairly and impartially • so help me God.**

(• indicates pause)

(The installing officer asks the members to rise and recognize the installed officers with applause. The installing officer then welcomes each officer as he or she shakes their hand.)