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CHAPTER 8

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CHAPTER 8:

Chapter Ceremonies

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Chapter Ceremonies

California chapters are encouraged to draw upon a variety of brief ceremonies that are effective under routine or special circumstances. These simple procedures are designed to enhance such activities as conferring honorary or new memberships, presenting the emblem ceremony, installing chapter officers, opening and adjourning business meetings, and other FCCLA activities. By utilizing these traditional resources to mark an event or activity, chapter functions become more meaningful to members, participants and observers.

Although the ceremonies described on the following pages only take a few minutes to perform, the benefits gained by using them are great. For this reason, all FCCLA members and officers should be familiar with these procedures and use them whenever possible.

In order to develop pride in our organization and public consciousness of the values gained from membership, each member and officer should be able to explain their organization to others and should realize that what they do has meaning. Members and officers should know the purposes, creed, motto, flower, colors and opening and closing ceremonies of the organization. Members and officers should also be able to explain the emblem of FCCLA and other pertinent information relating FCCLA to the Family and Consumer Sciences programs.

Chapter Ceremonies Have Value

- ◆ **Honors new members**
- ◆ **Honors the FCCLA emblem**
- ◆ **Honors and installs new chapter officers**
- ◆ **Promotes a more meaningful understanding of chapter functions**
- ◆ **Develops pride in the FCCLA organization**

Opening Ceremony

The opening ceremony should be used to initiate all regularly scheduled chapter meetings and to set the proper tone for conducting business. When officers and members participate in this short group statement, a feeling of unity is generated through recitation of common goals and purposes.

President: (Raps the gavel twice and says:)

"The meeting will come to order." (Raps the gavel three times, signaling the officers and members to stand, and says:)

"We are members of Family, Career and Community Leaders of America. Our mission is to promote personal growth and leadership development through Family and consumer Sciences education."

"Officers, upon what do our activities focus?"

Officers: *"Focusing on the multiple roles of family members, wage earner, and community leader, members develop skills for life through character development, creative and critical thinking, interpersonal communication, practical knowledge and career preparation."*

President: *"Members, as we work toward the accomplishment of our goals, what do we learn?"*

Members: *"As we work toward the accomplishment of our goals, we learn cooperation, take responsibility, develop leadership, and give service."*

President: *"The _____ Appropriate Title _____ Meeting of Family, Career, and Community Leaders of America is now in session. You may be seated."* (Raps the gavel once, signaling members to sit.)

Closing Ceremony

Chapter meetings should be formally adjourned with the closing ceremony to present a competent, organized image of FCCLA chapters throughout California. Members and officers who participate in reciting the closing ceremony have the benefit of concluding their business on a positive note to strengthen chapter harmony.

President: (Raps the gavel three times, signaling the officers and members to stand, and says:)

“Members, please stand. FCCLA members, we are challenged to accept the responsibility of making decisions that affect our lives today and the world tomorrow. Let us repeat our Creed.”

Members: (Repeat Creed)

*“We are the Family, Career and Community Leaders of America
We face the future with warm courage and high hope.
For we have the clear consciousness of seeking old and precious values. For we are the builders of homes,
Homes for America’s future,
Homes where living will be the expression of everything that is good and fair,
Homes where truth and love and security and faith will be realities, not dreams.
We are the Family, Career and Community Leaders of America.
We face the future with warm courage and high hope.”*

President: *“The _____ Appropriate Title _____ Meeting of Family, Career and Community Leaders of America is now adjourned. (Raps the gavel once.)”*

Member Initiation Ceremony

To set up for the member initiation ceremony it is suggested that the FCCLA emblem and a table covered in white be placed at the front of the room. Red roses, eight white candles, and a lighted red candle should be placed on the table. If any emblems (ribbons, pins, roses, etc.) will be given to new members during the initiation ceremony, they should be placed on a tray to facilitate the movement of the ceremony.

President: *"This meeting of the _____ Chapter of FCCLA is in session to initiate new members. It is my pleasure and privilege to present to the chapter these candidates who desire to become members of our organization."*

Vice President: *"As members you will assume responsibility for helping plan and carry out chapter programs and activities. We recognize how we live and work together today influences who and what we become tomorrow."*

President: *"Officers, will you please remind us of the eight Purposes of this organization?"*
Each officer in turn moves forward, lights one white candle from the red candle and states one of the eight Purposes. Optional: One officer may be selected to light all the candles as the president states each Purpose.

President: *"As chapter members, are you willing to devote time and effort to the Purposes stated by the officers?" (Members answer, "I am.") "To fulfill the requirements for membership, you must have been or are now enrolled in a Family and Consumer Sciences or related occupations class and you must have paid your membership dues for the current year." Turns to treasurer, "Are these candidates eligible for membership?"*

Treasurer: *"The record is complete for each candidate."*

President: *"As FCCLA members, you are entitled to wear the emblem of our organization. It should remind you of our eight Purposes and our Mission, which is to promote personal growth and leadership development through Family and Consumer Sciences education." "The pin is made up of the FCCLA emblem and a guard that indicate type of membership. The pin should be worn over your heart."*
Note: If you are using a different symbol, adapt the script to reflect that symbol.

Secretary: *"Will each candidate please come forward as your name is called?"*

Treasurer: Gives pin or other symbol to the president who pins it on or gives it to each candidate. If the group is large, officers may assist the president.

President: *"It is my privilege to welcome you as members of the _____ Chapter of FCCLA." Other comments may be added.*

The president closes the initiation with the Creed

"We are the Family, Career and Community Leaders of America. We face the future with warm courage and high hope. For we have the clear consciousness of seeking old and precious values. For we are the builders of homes, Homes for America's future, Homes where living will be the expression of everything that is good and fair, Homes where truth and love and security and faith will be realities, not dreams. We are the Family, Career and Community Leaders of America. We face the future with warm courage and high hope."

Officer Installation Ceremony

Installations are times of passage when officers pass on their official duties and responsibilities to incoming officers. This transition may be accomplished in many ways, some formal and some less formal.

Many chapters choose to write their own ceremonies to suit their membership. Some chapters also add a time for leaders and advisors to speak about the past year's experiences and successes. The ceremony may be used in its entirety or may merely serve as inspiration for developing a ceremony unique to the situation.

Arrangements

If candles are used, they may be held by the officers and officers-elect or placed on a table. The organization's flower, emblem, and colors may be used to add a special decorative touch to the occasion. Lighting may be dimmed for special effect and music played while participants take their places for the ceremony. Dress, props, awards, and words that will have the greatest meaning for participants should be chosen.

Quick Tip: *If lighted candles are not permitted, electric lights, single-stem roses, or some other adaptation may be used in their place. Be sure to check the policies and codes of the facility in order to plan appropriately.*

Place eight white candles, representing the Purposes of the organization, on a table covered in white. One red candle is placed in the center of the table. This represents the light of Family and Consumer Sciences education.

The president presides and stands at the center back of the table. All other installing or outgoing officers form a semicircle around the table. Incoming officers form a second semicircle one step back and to the left of their counterparts. Following acceptance of responsibilities, each incoming officer moves to the front semicircle with the outgoing officer moving to the back.

If outgoing officers are not participating in the ceremony, have incoming officers fill all parts, adapting words to match the situation. The advisor, an experienced chapter leader, or an alumni member might lead the pledge of office and officer acceptance of duties.

President: Lights red candle as other lights are dimmed.

"This candlelight represents the light of Family and Consumer Sciences education as it radiates throughout the world. It is the light of our ideas, our Purposes—for we know as FCCLA members, we have an opportunity to strengthen individual, family and community life."

The remaining outgoing officers each take a turn lighting a white candle and reciting one of the eight FCCLA Purposes.

Officer: Lights the first candle from the red candle.

"This candle symbolizes our first Purpose—to provide opportunities for person development and preparation for adult life."

Officer: Lights alternating candle from the red candle, as do each of the following officers in turn.

"This candle symbolizes our second Purpose—to strengthen the function of the family as a basic unit of society"

- Officer:** *“This candle symbolizes our third Purpose—to encourage democracy through cooperative action in the home and community.”*
- Officer:** *“This candle symbolizes our fourth Purpose—to encourage individual and group involvement in helping achieve global cooperation and harmony.”*
- Officer:** *“This candle symbolizes our fifth Purpose—to promote greater understanding between youth and adults.”*
- Officer:** *“This candle symbolizes our sixth Purpose—to provide opportunities for making decisions and for assuming responsibilities.”*
- Officer:** *“This candle symbolizes our seventh Purpose—to prepare for the multiple roles of men and women in today’s society.”*
- Officer:** *“This candle symbolizes our eighth Purpose—to prepare Family and Consumer Sciences and related occupations”*
- President:** *“At this time we would like to focus our attention on leadership. Good leaders are special people; they view the situation, recognize the need, and encourage the necessary action. They understand the importance of teamwork and cooperation and the fulfillment of responsibilities.”*
- Vice-President:** *“Each year symbolizes one more step in the process of individual growth. The installation of newly elected officers is both a joyful and solemn occasion. We congratulate them and look forward to their new vision.”*
- President:** *“The following officers have been elected to serve this chapter for the coming year.”*
Reads officers’ names and their respective officer.
“As incoming officers, the highest honors of the organization are being bestowed on you. Our chapter has faith and confidence in your ability to lead the origination forward. The pledge of your office signifies your willingness to do this. Please repeat after me.”
- All repeat:** *“I will, to the best of my ability, faithfully perform all the duties of the office to which I have been elected.”*
- President:** *“You have heard the pledge your officers have made. It is important that you support them in the performance of their duties.”*
“Will each officer-elect please step forward as I call your office and name. President, (name). The officer of president is one of great responsibility. You will want to be firm, impartial, considerate, and a friend to all members. As this chapter’s incoming president, are you familiar with your duties?”

President-elect: *"Yes, I am."*

As officers-elect are called, they step forward and accept their offices. If time permits, they may also share what FCCLA means to them personally and what they hope to accomplish in the coming year.

President: *"As outgoing officers we ask you to remember that real leadership strength comes through cooperative efforts. We are confident the organization will continue to grow under the leadership these new officers will provide."*

President: *"Hands gavel to president-elect. "By giving you this gavel, I now relinquish the presidency of the _____ Chapter of Family, Career and Community Leaders of America."*

New President: May give a short speech or read appropriate prose or a poem.

"My hope is that this coming year will bring us close to the realization of our Creed in both thought and action. Will everyone please rise and join us in repeating our Creed."

Honorary Memberships

This award is intended for persons whose professional responsibilities are not directly related to the organization. They have made outstanding contributions to FCCLA and continue to give service to the organization.

Honorary memberships may be conferred at the local, district/region, state, and national levels according to criteria developed at each level. Usually the conferring officers are the president and the secretary.

President: *“Honorary membership in the _____ Chapter of FCCLA is granted to persons who have made outstanding contributions to the organization. We take pride in conferring these memberships.” Explain why the honorary member has been selected. “It is our pleasure to present an honorary membership to (name, title). Will you please come forward?”*

President: *“ _ (name) _____ , please accept this FCCLA symbol of recognition.”*
Each person who receives honorary membership is given an honorary membership pin and guard or other appropriate symbol. The person is also given an opportunity to respond briefly to the presentation. Repeat this procedure for each person receiving honorary membership.

President: *“Honorary membership is awarded only to those who have helped advance the Family and Consumer Sciences program or who have rendered outstanding service to FCCLA. We are proud to have awarded our symbol of recognition to this person.*

Our congratulations to you as a new _____ FCCLA Chapter honorary member.”

Emblem Ceremony

This ceremony is appropriate for special occasions such as National FCCLA Week, an employers' banquet, or an open house. One way of presenting it is to assemble the parts of the emblem as each is explained. An easel with a large, white-covered board may be used for placement of the emblem parts



Speaker: *"An emblem is a device or symbol adopted and used as an identifying mark, a picture representing an idea. The FCCLA emblem represents Family, Career and Community Leaders of America as a dynamic, active organization."*

Speaker: *"The FCCLA emblem itself is an oval. The arrow at the end shows that our organization is one that is moving toward new arenas and heading into the future."*

Speaker: *"The letters F-C-C-L-A run through the middle of the emblem. Their dominant, collegiate lettering articulates a focus on education and student leadership."*

Speaker: *"The words 'Family, Career and Community Leaders of America' run above the lettering F-C-C-L-A. These words are our name, and they represent an organization that is always striving to build strong leaders who are ready for anything; leaders who will come together to build a better tomorrow."*

Speaker: *"The colors of our emblem are the colors of our organization— red and white. Red suggest strength, courage, and determination. White symbolizes sincerity of purpose and integrity of action. These colors should remind us that these are the qualities to work for in ourselves and our organization."*

Speaker: *"As FCCLA members, we recognize that we can affect our homes and communities in ways that are positive and productive, and we accept the challenge of taking action and showing responsibility."*

Adopted from a ceremony by Luther High FCCLA, Oklahoma.

Alumni Achievement Award Presentation

Any person who was a member of FCCLA, or FHA/HERO, or NHA as a student and who has exemplified the Mission and Purposes of the organization in adult may be given an Alumni Achievement Award.

The Alumni Achievement Award may be conferred at the local, district/region, state, and national levels according to criteria developed at each level. Usually the conferring officers are the president and secretary.

President: *“The Alumni Achievement Award recognizes past members who in adult life have exemplified the Mission and Purposes of FCCLA.” Explain why the award recipient has been selected. “It is with great honor we present this award to (name, title). Will you please step forward?”*

Secretary: *“ _____ (name) _____, I am pleased to present you with this (plaque, certificate, pin, etc.) in recognition of your accomplishments and continuing commitment to the ideals of Family, Career and Community Leaders of America.”*

Step back and provide time for recipient to make brief remarks.

Quick Tip: When honoring a special guest, let them know they will have an opportunity to share some remarks so they can plan accordingly. Be sure to let them know ahead of time how long they have if you are bound by certain time requirements.

Distinguished Service Award Presentation

Individuals whose primary responsibilities are directly related to FCCLA and who have uniquely contributed to the organization over and above normal job responsibilities may be awarded the Distinguished Service Award.

The Distinguished Service Award may be conferred at the local, district/region, state, and national levels according to criteria developed at each level. Usually the conferring officers are the president and secretary.

President: *“The Distinguished Service Award recognizes those persons whose primary responsibilities are directly related to the organization and who have made significant and valued contributions to the growth and progress of FCCLA.” Explain why the award recipient has been selected. “It is with great pleasure we present the award to (name, title). Will you please step forward?”*

Secretary: *“_____ (name) _____, I am pleased to present you with this (plaque, certificate, pin, etc.) in gratitude for prior and continuing service to Family, Career and Community Leaders of America.”*

Step back and provide time for recipient to make brief remarks.

Guests

Guests add importance to many ceremonies, especially the officer installations and member initiations. Invited guests might include members of the Board of Education, school administrators, counselors, parents, partners from business and industry, Alumni & Associates, employers, friends, advisory committee members, and others who want to become more familiar with FCCLA. Inviting special guests can be an effective way to communicate what FCCLA is all about. It is also important to recognize individuals and organizations who have made contributions in support of programs, projects, or the organization in general.

A reception, as simple or as elaborate as time and money allow, may be held following certain ceremonies or programs.

Quick Tip: Sometimes using special techniques like unusual lighting, poems, videos, or songs and music help present ideas or concepts more concretely. For example, a single lighted candle might represent a common mission.