

## **AWARDS ADVISOR**

Another of the key positions on the Advisory Council is that of the Awards Advisor. Please remember, these are tips only and if your chapter has a system set up that is working well for you, don't change it unless you see some benefit into tweaking your current procedures.

**AWARDS ADVISOR:** Here are some miscellaneous thoughts on the various duties associated with the position of **Awards Advisor**.....

\*\*\* A lot of the duties of the Awards Advisor involve education of our members concerning what awards are available and the requirements for each. How about preparing a small manual with photos of the awards and the requirements for each award? Your best resource would be Chapter 7 of the "Leaders Resource Guide."

\*\*\* Record keeping is a key requirement so the Chapter will have a record of which member has received the various awards.

\*\*\* Make certain that you have a supply of forms necessary to order merit bars, LCC lessons, PMC-MSA applications, etc.

\*\*\* Your Chapter can establish special awards such as:

- DeMolay of the Term (or Year)
- Ritualist of the Term
- New Member of the Term
- Advisor of the Term
- Sportsmanship Award
- Student of the Term
- Teacher (or Educator) of the Term

\*\*\* Here are some tips regarding several of the awards:

- **PMC-MSA:** Each Senior Councilor should be encouraged to start making plans to apply for the **PMC-MSA**. This is an excellent program to recognize not only the Master Councilor but also to his Chapter for providing the support necessary to qualify for the award.
- **Representative DeMolay:** This is a great self-achievement program for a DeMolay to learn more about himself. We provide an opportunity to complete the R. D. at each Annual DeMolay Leadership Conference, plus a young man may request an R. D. form and complete it at home. The Awards Advisor should be prepared to provide whatever assistance necessary to insure that the DeMolay, while completing the form, also focuses on the purpose of becoming a Representative DeMolay.
- **Merit Bars:** If your Chapter uses Merit Bars, it is important that each member is fully aware of the requirements for each of the various bars. Good record keeping is pretty important so there is no confusion as to who earned which bars and when they were presented.
- **Membership Awards:** Awards such as **the # 1 Pin, Founder's Membership Award** and **Blue Honor Key** are automatically sent to the Chapter's "Mail To" person once a DeMolay qualifies for one of these awards. The Awards Advisor should keep a record on how each DeMolay is doing so he can be encouraged to reach for the "next level" of award. The Chapter should arrange for an appropriate presentation to recognize these DeMolays.

The Awards Advisor should keep a record on how each DeMolay is doing so he can be encouraged to reach for the "next level" of the membership awards. For example, if a DeMolay has been the First Line Signer on 3 applications, he should be reminded that if he brings in 2 more new members, he can qualify for the **Founder's Membership Award**.

- **Leadership Correspondence Course (L.C.C.):** While the L.C.C. is not actually an “award”, it is a program that the Awards Advisor can use to encourage Chapter members to improve their knowledge of DeMolay and how it is organized and how it works. There are five lessons and it is an “open book” type of educational course. You can download the lessons from the Nor-Cal DeMolay website ([www.norcaldemolay.com](http://www.norcaldemolay.com)) and complete the lessons at home and submit them by mail.

Some Chapters also organize “L.C.C. Nights” where the entire Chapter works together to complete the lessons. The important factor is that it be a true learning experience and not one where one person does all of the research and simply provides the answers to all those in attendance at the session.

Other Chapters have also purchased the necessary materials such as the Jurisdictional Policies, Hi-Dad, Life and Times of Jacques DeMolay, the Leaders Resource Guide or the Statutes of DeMolay International and created a “library” so these publications may be borrowed by any individual wishing to complete the L.C.C.

- **Honors:** There are two honors, the **Active** and **Honorary Legion of Honor** that are nominated by the Executive Officer. A Chapter may also make recommendations for either of these Honors.

There are two Honors that are nominated by the local Chapter and these are the **Advisor’s Cross of Honor** and the **Degree of Chevalier**. Full details on the qualifications for each are found in the “Leader’s Resource Guide.”

It is important to note that nominations or recommendations for these four Honors are to be kept confidential. The individual being nominated, nor his or her family should have any knowledge of the nomination.

- **Sweetheart Awards:** There are several awards programs to recognize our Sweethearts and the young ladies involved with DeMolay. The best source of information would be the Sweetheart Manual, which is located on our website at: **[www.norcaldemolay.com](http://www.norcaldemolay.com)**

\*\*\* There are several other awards such as the **Hat's Off Award** and the **Medal of Appreciation**. Full details on these awards may be found in the "Leader's Resource Guide."

**ADVISOR'S ROLE:** The role of the Awards Advisor will vary from Chapter-to-Chapter. It may also include some Public Relations-type functions. In any case, it is hoped that the Advisor will assume the role of "Advisor" and work with the young men involved to teach, inform and mentor them so they are doing the actual work with the Advisor's support and guidance.