



Matthew S. Gerrish  
Executive Officer  
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Christopher D. Rooney  
Director of State Officers  
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My Brother,

Congratulations on choosing to run for Deputy State Master Councilor of Massachusetts DeMolay. The office you seek has a proud tradition and a rich heritage. The office of Deputy State Master Councilor is at all times demanding, but anyone who has served before you will easily say it is an experience of a lifetime. To be successful in this endeavour, you must be self motivated to better our Jurisdiction.

As Deputy State Master Councilor, you should expect to be busy in the work of our Order. You will be expected to participate in visitations, committee meetings, and plenary sessions across the Jurisdiction. These activities will commit you to DeMolay at least two nights per week, not including your continued support of your home Chapter.

**These commitments are serious and should be heavily considered when you weigh your decision to run for Deputy State Master Councilor.**

Before continuing with this process, you should determine if you will be able to balance the schedule of being Deputy State Master Councilor with all your other commitments during the upcoming year – your family, school and work.

As a DeMolay, it goes without saying that you are to exemplify the virtues of our Order in your daily life. You are a role model for every DeMolay in our Jurisdiction, and you must commit yourself to this responsibility. You are a representative of our Order wherever you travel, and you must consider every thought, word and deed carefully. As Deputy State Master Councilor, you will be held to the highest standard of good conduct. Your efforts in this area should also reflect upon the other State Officers. In many cases, you will be responsible for their actions.

**In order to be eligible to consider running for Deputy State Master Councilor, the following base requirements must be met:**

- You must have a valid driver's license.
- You must have proof of a current auto insurance policy.
- You must have a vehicle or proof of access to a vehicle when required.
- You must supply your own blue blazer, grey dress pants, white dress shirt(s), black shoes, black socks, black belt, brown shoes, brown socks, and a brown belt.
- You must supply your own tuxedo.

**Attached to this letter you will find four forms:**

- Your statement of intent.
- Chapter Advisory Council Approval.
- Statement of Parental Permission.
- A checklist to confirm you meet the qualifications of this Office.



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**In addition to returning these forms, you will need to supply the following:**

- A Letter explaining your vision as Deputy State Master Councilor and how you will improve the Jurisdiction.
- Proof of your driver's license
- Proof of vehicle access and auto insurance
- A copy of your most recent report card
- In the event that you are not pursuing an education during the 2026-2027 term, you will be required to submit a one page letter detailing what you will be doing outside of DeMolay during the term. This could be pursuing a career, going for a professional certification, or any other form of personal/professional betterment.

In addition to these requirements, you will need to attend a ritual exemplification and interview for this office. During the interview you will sit with a panel of Advisors and answer questions on your submitted application. **Exemplification will be held between May 17 and June 20 at a day, time, and location amenable to the candidates and Advisors.**

The ritual parts you will be required to exemplify will be:

- Opening and Closing of State Chapter
- The Initiatory and DeMolay Degree Master Councilor Sections, including the 4<sup>th</sup> Section and DeMolay Degree
- Installing Officer for the Installation service, including the installation of the Master Councilor.

The Office of Deputy State Master Councilor is a unique position in our organization. It does not appear in our ritual and therefore, it may seem easier than the other elected officers. I must impress upon you that this is far from the truth. This office is the second highest within our Jurisdiction. The Deputy State Master Councilor is the right hand of the State Master Councilor. This working relationship creates a solid and successful suite of State Officers. It will be your responsibility to assist the State Master Councilor to make his term in office a success.

**Everything must be returned to me via email by May 17, 2026. I will also accept physical submissions at our Annual Congress Session in Boston (the same day). No late or incomplete submissions will be accepted.**



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Congratulations on your decision to run for the office of State Master Councilor. Please feel free to contact me with any questions or concerns you may have. My email address is [christopher.d.rooney@gmail.com](mailto:christopher.d.rooney@gmail.com).

Fraternally,  
Christopher D. Rooney

*Director of State Officers  
55 N Main St  
Bellingham, MA 02019*



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*Dad Christopher D. Rooney  
Director of State Officers  
55 N Main St  
Bellingham, MA 02019*

Candidate's Declaration of Intent

Dear Dad Rooney:

I intend to run for the office of Deputy State Master Councilor for Massachusetts DeMolay.

Full Name: \_\_\_\_\_

Chapter: \_\_\_\_\_ DOB: \_\_\_\_\_

Full Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Facebook: \_\_\_\_\_ Twitter: \_\_\_\_\_

Discord: \_\_\_\_\_ Snapchat: \_\_\_\_\_

Instagram: \_\_\_\_\_ TikTok: \_\_\_\_\_

Guardian Information:

Guardians Name: \_\_\_\_\_ Guardians Name: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

Current Residence: \_\_\_ Parents \_\_\_ School/College \_\_\_ Other (Explain Below)

If Other: \_\_\_\_\_



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[Empty rectangular box]

Automobile Information:

Make/Model/Year: \_\_\_\_\_

Plate #: \_\_\_\_\_

Insurance Carrier: \_\_\_\_\_

Driver's License  
Number \_\_\_\_\_

(Please include a copy of your registration and your driver's license.)

Who owns this automobile? \_\_\_\_\_

Did you complete Driver's Education? \_\_\_\_\_

Employment Information:

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Position: \_\_\_\_\_

Average Number of Hours Per Week: \_\_\_\_\_

School Information:

Name of School: [ ] High School [ ] College [ ] Trade School

Address: \_\_\_\_\_

[ ] Copy of Most Recent Report Card (*must be submitted every time you receive one*)

Have you ever applied for or received a scholarship from the Massachusetts DeMolay Foundation? [ ] YES [ ] NO



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Have you ever applied for or received a scholarship from the Massachusetts DeMolay Association?  YES  NO

Have you ever applied for or received a scholarship from the Grand Lodge of Massachusetts?  YES  NO

For financing a college education, have you submitted a FAFSA Form?  YES  NO

Are you eligible for a Pell Grant or a Stafford Loan?  YES  NO  DON'T KNOW

Clothing Sizes:

Dress Shirt: Collar: \_\_\_\_\_

Sleeve: \_\_\_\_\_

Polo Shirt or T-Shirt:            S            M            L            XL            2XL

Pants-      Waist: \_\_\_\_\_      Inseam: \_\_\_\_\_

Shoe Size: \_\_\_\_\_

Suit Coat Size: \_\_\_\_\_

Other:

Is there any other information that the Advisors or Massachusetts DeMolay should know about you? Please feel free to use a separate piece of paper if you need to.

Flower Talk: Y / N    Mothers Watch: Y / N    Ceremony of Light: Y / N

I promise that I will discharge the duties of that office to the best of my abilities if I am elected.

Candidates Name (Printed): \_\_\_\_\_

Candidates Signature: \_\_\_\_\_



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### **Qualifications Checklist**

I state that I meet all requirements for this office(initial next to each one):

- I will be no less than eighteen years of age at the time of my election.
- I am a Past Master Councilor of my Chapter.
- I have a letter from my Advisory Council giving me permission to run for office.
- I have a letter from my parents stating their approval and permission.
- I have a written letter explaining my intentions for state office and how my involvement may better the jurisdiction.
- I have completed all five Leadership Correspondence Courses and I either (circle which one)
  - (a) am a Representative DeMolay, or
  - (b) hold the Past Master Councilor's Meritorious Service Award.
- I will have a valid Massachusetts Driver's License for the upcoming term..
- I will own a vehicle or have access to a vehicle when required for the purposes of DeMolay business.
- I have proof of valid car insurance.
- I have been a member of DeMolay for at least three years.
- I will reside within Massachusetts during the upcoming term.
- I am currently serving, or have previously served, a term as an elected or appointed state officer.
- I have enclosed with this packet the most recent report card or transcript with my grades listed.
- I understand that I will be required to submit an updated report card at the conclusion of each term or trimester during the upcoming term, or will provide updates on my endeavours outside of DeMolay throughout the year.
- I understand that all costs associated (gas, food, etc.) with the position I am seeking are not paid for by Massachusetts DeMolay.
- I have electronic means of checking email and understand I will be required to do so, on a daily basis.
- I acknowledge that all requirements might not be listed here, but I meet all requirements as expressed in the Massachusetts DeMolay Constitution, the bylaws rules, regulations, and policies of Massachusetts DeMolay, and those listed elsewhere in this packet.
- I understand that while as a State Officer for Massachusetts DeMolay that I will be responsible for communicating on a regular basis with the Director of State Officers or his designee as deemed necessary by the Director of State Officers.
- I understand that as a representative of a youth organization that believes in values of good character and reputation that my social media presence must at all times be of the highest standard.
- I understand that failure to maintain the above standards could result disciplinary action up to and including removal of State Office.
- I do all this of my own free will and accord.



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The Advisory Council of \_\_\_\_\_ Chapter,  
Order of DeMolay

*Dad Christopher D. Rooney  
Director of State Officers  
55 N Main St  
Bellingham, MA 02019*

Dear Dad Rooney,

We, the Chapter Dad and Advisory Council Chairman of \_\_\_\_\_ Chapter hereby state that our Advisory Council, by a majority vote of all members present at a recent meeting of our Council, has decided to permit and allow Brother \_\_\_\_\_ (a Past Master Councilor of our Chapter) to run for the office of **Deputy State Master Councilor** for Massachusetts DeMolay.

We understand that he must meet all other qualifications pertaining to that office before being deemed eligible to run for and hold that office. We understand that we can withdraw our permission for cause by writing to you under separate cover. We also understand that our Council may permit no more than two Active DeMolays from our Chapter to run for elected office (whether for the same or for different offices) for the upcoming term.

Fraternally,

\_\_\_\_\_  
Chapter Dad

\_\_\_\_\_  
Chairman of the Advisory Council

NOTE: Please return this letter to the candidate as soon as possible so that he may return it together with all other materials in a single package by no later than May 17, 2026. **No Late or Incomplete Submissions will be honored.**



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### Statement of Parental Permission

*Dad Christopher D. Rooney  
Director of State Officers  
55 N Main St  
Bellingham, MA 02019  
617.319.7187*

Dear Dad Rooney,

I/We hereby express my/our approval and give my/our permission for my/our son, \_\_\_\_\_ to run for the office of **Deputy State Master Councilor** for Massachusetts DeMolay.

I/we understand that this office requires a substantial commitment of time and energy from my/son. I/we realize that my/our son will often be out on DeMolay business at night and on the weekends. I/We am/are also aware that he will need to have access to a dependable means of transportation. I/We further understand that some costs (gasoline money, telephone bills, etc.) associated with being a State Officer are not paid for by Massachusetts DeMolay.

I/We agree to sign a medical release for my/our son (if under 18 years of age) if he is elected to the office he is running for. I/We also understand that he must meet other requirements before being permitted to run for this office. I/We realize that I/we may withdraw this permission and approval by writing to you at any time and for any reason, but if approval is withdrawn after his election he may not resume his office once removed.

Sincerely,

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Note: Please feel free to contact me if you have any questions. My email is [christopher.d.rooney@gmail.com](mailto:christopher.d.rooney@gmail.com), or I can be reached by phone. Please return this letter to your son as soon as possible so that he may return it together with all other materials in a single package by no later than May 17th, 2026. **No Late or Incomplete Submissions will be honoured.**



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## Requirements of Candidates for Elected State Office

### *For the office of Deputy State Master Councilor*

1. You must be an Active DeMolay who has not reached his twenty-first birthday on the date of your election.
2. You must be at least eighteen years old by the date of the election.
3. You must have been an Active DeMolay for at least three years as of the date of the election.
4. You must be a Past Master Councilor of the Chapter that nominates you.
5. You must have a valid Massachusetts Driver's License by the date of State Officer interviews.
6. You must own a vehicle or have access to a reliable vehicle when required.
7. You must have proof of valid car insurance.
8. You must live (at home or at school) within the Commonwealth of Massachusetts for the duration of your term in office, unless this requirement is waived by the Executive Officer, on a case-by-case basis.
9. You have completed all 5 LCC courses and are either a Representative DeMolay, or hold the Past Master Councilor's Meritorious Service Award.
10. You must have previously served, or be currently serving, a term as an elected or appointed State Officer for Massachusetts DeMolay.
11. You must not be a current Master Councilor and/or presiding officer of any chapter or other organization including DeMolay International positions as of the date of State Officer Qualifications. This is for the duration you are in office.

***Any request for a waiver on any requirement must be submitted in writing to the Director of State Officers by May 17, 2026.***

All candidates must also have the written approval of their parents and of their advisory council. Each candidate may only run for one elected office. No chapter may nominate more than two members total for all elected offices (regardless of which office or offices).



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### Checklist for package submission

(This is for your own use, and does not need to be included in your submission)

\_\_\_\_\_ Cover Letter Outline How You Intend to benefit the Program

\_\_\_\_\_ Completed Candidates Intent Form

\_\_\_\_\_ Statement of Parental Permission

\_\_\_\_\_ Advisory Council Letter

\_\_\_\_\_ Completed Qualifications Check List

\_\_\_\_\_ Personal Letter on Goals for the 2026-2027 Term (Only if you are not attending School)