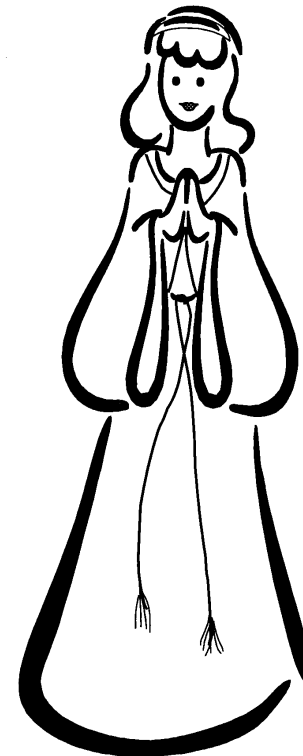




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Revised 2002-2003 Supreme Leadership Committee*



CHAPERONE

As a Chaperone

Be an Example Setter

The Daughters are given certain dress codes for session activities and it is much easier if the adults follow the same dress code.

Additionally, since Job's Daughters is an organization whose principles teach moral and spiritual upbringing, we feel that adults should refrain from smoking and drinking alcoholic beverages in the presence of the Daughters.



What is a Session?

The first thing you need to know is what is a Session. There can be different kinds of sessions.

Supreme Session

This session is usually held the end of July or first of August. The purpose of Supreme Session is to hold the annual meeting of the Supreme Guardian Council. During this session new officers of the Supreme Guardian Council and Board of Trustees are elected, reports are given and Bylaws are amended. Also during this session, a Supreme Bethel meeting is held and Supreme Bethel Officers are selected, a pageant is held to select a Miss International Job's Daughters, a variety of competitions are held as well as other events. This is an opportunity for Job's Daughters throughout the world to meet together for fun and competition.

Many of the adults of the order are attending meetings, judging competitions and involved in other activities.

Grand Session

Jurisdictions with Grand Guardian Councils also hold an annual meeting during the year. The Executive Members of each Bethel Guardian Council and Past Bethel Guardian and Past Associate Bethel Guardians are voting members of the Grand Guardian Council and need to attend the business meetings. In addition, throughout the session there may be competitions and events requiring their attention.

Other Sessions

Jurisdictions not under Grand Guardian Councils may also hold Rallies, Pageants and other events.

Therefore, Chaperones are need for the Daughters during these sessions.

It is the purpose of this booklet to provide Chaperones with information which may help them to understand their functions and responsibilities.

Mischief



Many Daughters (and selected adults) believe that Session provides a wonderful opportunity to creatively haze other girls and adults. To the extent this type of mischief is done within reasonable bounds, it can be fun and is probably inevitable.

We recommend there be some discussion with the Daughters prior to Session with an understanding that physical injury and destruction of property is not funny and cannot be tolerated. Decorating rooms with toilet paper normally causes no damage to anything - (provided we clean it up and not expect the Hotel employees to do it) - but spreading substances on clothes or furniture can ruin them. Also we do not want to do anything that will cause additional work for the Hotel personnel and leave a bad impression concerning Job's Daughters.

We can only suggest that you use your best judgement and stop anything that seems to be getting out of hand.

In addition, keep a watchful eye on all Daughters, particularly the young ones who are attending Session for the first time, to make sure they do not become frightened or upset by any mischief.

Most Hotel have rules concerning posting of signs on Hotel doors or walls which would mar the finish.

Make a Plan

Prior to a Session, the Council of each Bethel should develop rules and regulations and discuss these rules with the Chaperones. These rules and regulations should be made available to the Daughters and their parents or guardians. The Supreme Guardian, Grand Guardian or Session Arrangement committee will frequently issue regulations affecting all participants and these should be included in the Bethel regulations. While the members of each Bethel are different and rules for each Bethel may require different emphasis, we recommend the following basic rules.

1. Require a signed permission slip from parents or guardians to include authorization for emergency medical treatment and an understanding that it is the parents' responsibility to pick up any daughter who becomes uncontrollable. You may want to use a Health Form such as Form 125 Personal Health Form.
2. Chaperones and other adult leaders must be obeyed (right or wrong); otherwise chaos may develop.
3. Any damage to rooms and furnishings may be assessed to the Bethel and should be paid by those responsible.
4. Chaperones must know where the Daughters under their supervision are at all times. No Daughters may wander off on their own. Daughters always stay together at least with a partner.
5. One chaperone is recommended for each five Daughters. Or as the girls say, it takes five Daughters to chaperone one adult.

Despite all the warnings and suggestions of turmoil, remember that 95 - 99% the Daughters are well behaved and cause no problem. By establishing rules and understanding of what may happen prior to Session, you can have a lot of fun.

**SO you are going
to be a
Chaperone at Session**

**Should You Be a
Chaperone????**



YES!

YES!

YES!

YES!

YES!

An Ounce of
Prevention Is Worth
A Pound of Cure

or if you prefer

A Gram of
Prevention is Worth
A Kilogram of Cure

Security

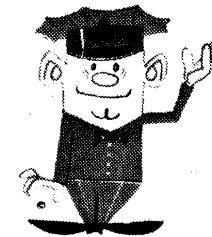
Most Hotels have a security staff. Some jurisdictions have additional security provided by adult workers and / or members of masonic groups such as the Shrine Provost Guard.

These security people patrol the halls during the nighttime and make sure the curfews set by the Session are followed.

The physical presence of the security people tends to discourage many problems from occurring.

However, Chaperones should make sure that all the Daughters are accounted for at regular intervals. All Daughters should be made aware of the danger of leaving the doors to their room open or not securely closed.

Chaperones and Daughters should know how to reach the security people should a problem arise and how to ask for proper identification if security is not in uniform.



Activities

A schedule of activities are normally provided to chaperones either before or when you arrive at Session.

The Daughters are expect to attend the Formal Opening, Supreme / Grand Bethel Meeting, Installations and Pageant. They should stay through the entire event or meeting. Conduct in a Supreme or Grand Bethel Meeting follows the same rules as a Bethel Meeting.

There are events and competitions for the Daughters scheduled throughout the Session and participation depends on individual interests. The Daughters are to be accompanied to all of these activities. The chaperone should check the schedules of activities and make a note of the time and place any of the Daughters in their charge are involved.

Among the activities normally scheduled are:

- Ritual Competition
- Music Competition
- Arts & Craft Competition
- Rehearsals for participation in events
- Miss International (Jurisdiction) Job's Daughter Pageant
- Supreme (Grand) Bethel Meeting & Installation
- Supreme (Grand) Guardian Council Formal Opening and Installation
- plus other special meals and events.

During the free time a swimming pool is usually available, remember coverup and shoes should be worn to and from the pool.

Be Prepared

As a Chaperone, you will receive innumerable calls for help. No complete list of suggested supplies could ever be made. We offer the following suggestions for frequently need items.

- Sewing kit
- First aid kit
- Bobby Pins
- Safety Pins
- Feminine hygiene articles
- Masking tape for emergency hem repair

In addition, you should know the location of the nearest telephone along with emergency telephone number, the location of a nurse (if one is available), and emergency exit from the building. You should also have a list of the home telephone number of each Daughter.

