

Ritual Work Assignments and Miscellaneous Duties

Entered Apprentice Degree

<u>Work</u>	<u>Officer Responsible</u>	<u>Officer to be learning work</u>
Degree to be given by	Junior Warden	Senior Deacon
Preparation of Candidate	Senior M of C	Junior M of C
Working Tools	Junior M of C	Stewards
Mode and Manner Lecture	Any Officer or PM	PM
EA Charge and Reception	Junior Deacon	Senior M of C

FellowCraft Degree

<u>Work</u>	<u>Officer Responsible</u>	<u>Officer to be learning work</u>
Degree to be given by	Senior Warden	Junior Warden
Working Tools	Junior M of C	Sr. Steward
Middle Chamber Lecture	Senior Deacon	Junior Deacon
G Lecture	Senior Warden	Junior Warden
FC Charge	Junior Deacon	Senior M of C

Master Mason Degree

<u>Work</u>	<u>Officer Responsible</u>	<u>Officer to be learning work</u>
Degree to be given by	WM or PM	Senior Warden
Working Tools	WM or PM	Senior Warden
Second Section	WM or PM	Senior Warden or PM
MM Lecture	WM or Officer or PM	Senior Warden or PM
MM Charge	Junior Deacon	Senior M of C
MM Exam and Reception Addr.	WM	Senior Warden

Miscellaneous Responsibilities

Chaplain shall be responsible for all Prayers in all Degrees, MM preamble and Gravesite

Marshal is responsible for all processions, teaching rod work and timing when required. The Marshal is responsible for sounding the chime during the Lodge Memorial Service at the Installation.

Secretary is responsible for documenting the degree, assigning Bibles, and ensuring that the candidates have the proper materials for study.

Historian is in charge of the maintenance and upkeep of all heirloom display cases and donated materials, as well as the dimming and raising of the lights for all degrees.

JD and SD are responsible for the FC degree 3-5-7 steps are in place and in the correct order.

JMC is responsible for extending and closing the Alter Table for Ballot

SW is responsible for the placement of pillow for the EA and MM degree candidates, sounding the chime 12 times for MM degree.

SD is responsible for the Charter, the 3 Great Lights, and the 3 Lesser Lights, ensuring they have oil, and for making sure the Tyler sword is wiped clean and in its proper position for the opening and retiring of the 3 Great Lights and Charter.