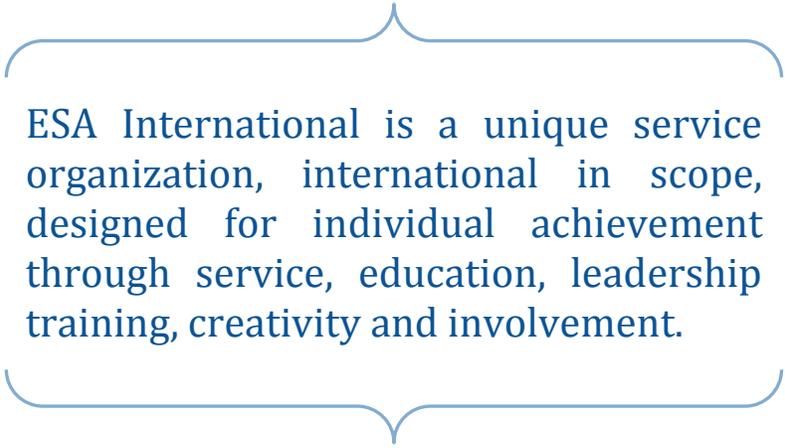


EPSILON SIGMA ALPHA

THE RITUALS OF ESA

A Publication of ESA International



ESA International is a unique service organization, international in scope, designed for individual achievement through service, education, leadership training, creativity and involvement.

Acknowledgement

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Rituals of Epsilon Sigma Alpha

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Foreword

The ceremonies suggested herein span nearly the entire history of ESA International. Some of them are almost as old as ESA itself; others are as new as this morning's sunrise.

Yet, time is not the only ingredient which has been telescoped into this collection. A wealth of literary talent has been incorporated too. With few exceptions, the ceremonies presented here had many authors. They have been changed a hundred times from their original flow of prose – a word has been altered, a phrase added, two ideas combined. Now, like the epic poems of Homer, the original author has faded into anonymity. What remains is an important part of the heritage and greatness of Epsilon Sigma Alpha.

It is important to stress that the ceremonies offered here are by no means the final word. Use them as you wish, however, remember to maintain the dignity of the ceremony itself. Impressive rituals, well executed and sincerely expressed, should be among the memorable events in any ESA member's life, whether pledge or member of long standing.

Opening Ritual

Traditional

Members of Epsilon Sigma Alpha, we meet again to pledge ourselves anew to the vows of our ritual, which we accepted in the golden glow of a candle-lighted room. Let us be ever mindful of the responsibilities that we pledged to our organization, keep faith with ourselves and our members, be tolerant and sincere, and ever worthy to wear the badge that symbolizes virtue, honor, truthfulness, friendliness, and loveliness.

Alternate

Members, we meet again to light our lamps from a common flame. Let us face this day with faith, with patience, with a prayer for understanding. We remember our common heritage, our common responsibilities, and our common goal. We will keep faith with that trust vested in us. And may sincerity and tolerance guide us as we remember to say... I AM THY MEMBER.

Alternate

Members of Epsilon Sigma Alpha, we meet again to pledge ourselves anew to the vows of a ritual which we accepted in the golden glow of a candlelit room. Let us be ever mindful of the responsibilities we pledged to ESA, keep faith with ourselves and each other, be tolerant and sincere and ever worthy to wear the badge that symbolizes virtue, honor, truthfulness, and friendliness.

Closing Ritual

Traditional

Eternal Father, master of all good works, guide and direct us that we may remain steadfast in our hearts and faithful to our pledge. May we be reminded that graciousness, poise, and friendliness are our goals and as we go our

separate ways, to ever hold aloft the ray from the lamp of learning that those who follow in our footsteps may be guided by its light.

Alternate

Eternal Father, keep our flame from which we light our lamps ever bright in our own hearts, that the rays of ESA may light the way for Member's feet, wherever we may go.

Alternate

Here as we close, may we guide and direct each other so that we remain steadfast in our hearts and faithful to our pledge. May we be reminded of our goals and, as we go our separate ways, may we ever hold aloft the ray from the Lamp of Learning that those who follow in our footsteps may be guided by its light.

Pledging

We are gathered here that you may know those truths which shall enable you to unite with the Epsilon Sigma Alpha family. Listen to the words of the ritual.

Throughout the vast corridor of Time blossomed the lovely stars. Their light has served as an inspiration in all the ages, drawing men and women to reach beyond themselves for the light – truth, wisdom, and peace. Upon this enlightenment of mankind depends the destiny of the world. And so, I would charge you, friends, to follow the gleam of the Lamp of Knowledge; it will guide you well. Reason will overcome all things.

I now commend into your hands this torch, a ray from the Light of Learning. (*Installing Officer lights candles one at a time, candidates holding lighted candles in their left hands.*) Guard and protect it, that as the years make the

opportunities of service more apparent, your light shall ever be burning.

It will be well for you to remember that the only right you have is the right to be of service. To be an ESA member means to be compassionate, to be useful, to give the best that is in you to your home and your work, and to be tireless in your pursuit of knowledge of the world.

The earnest aims of Epsilon Sigma Alpha are to search out and develop the best capacities of each member; to seek out and use every opportunity for association; to develop an ability of expression; to encourage leadership; and to stimulate personal growth in every member.

In ancient days, when students from many lands first sat at the feet of philosophers, they were able to meet on a common ground by speaking the classic language of learning – Greek. It is fitting, therefore, that we should have chosen our three watch words from the Greek language. Freely translated, Epsilon Sigma Alpha means PURSUIT OF LEARNING.

The shaping of our lives is our own work. Life is a thing of beauty or a thing of shame, as we ourselves make it. Those who would have membership in Epsilon Sigma Alpha must present a personal desire for the attainment of our ideals. They should strive to utilize their opportunities within our organization for their more complete realization. Our ESA family has grown from a mere thought to become a power in the lives of our members. It represented at first a small section of America, but continued to spread until now it has become an influence in the lives of people throughout the world.

(OPTIONAL COLLEGIATE SECTION) *You as members of Collegiate ESA represent the future of our organization. Your efforts to foster all that is noble in ESA will serve as the foundation for your generation to guide our world toward knowledge,*

truth, and peace. You are bound in the loyalty of common ideals to your fellow ESA members throughout the world.

We charge you to protect the honor and promote the welfare of our organization both in your leadership and as an individual following others, working for the benefit of all.

Having heard the purpose of Epsilon Sigma Alpha, and the responsibility which we shall expect you to take, are you ready to receive the Lamp of Learning guard which will forever join you with us? The Answer is, "I am."

(The candidates answer in unison, "I am.")

Be informed of the significance of this pin. *(Installing Officer or Sponsor pins the Lamp on candidates.)* It is the Lamp of Learning, signifying the knowledge you will be seeking during your orientation in ESA. Remember, it is actually a part of the jewel pin you will eventually wear, symbolizing your affiliation with our beloved Epsilon Sigma Alpha. I charge you to lead where you may, follow where you ought, that in leadership and service you may build today strength for tomorrow.

The emblem of Epsilon Sigma Alpha is an Open Book. "The Open Book unfolds the Wealth of Knowledge and Strength of Wisdom." So Epsilon Sigma Alpha directs you to the highway leading to the Quest of Knowledge.

The jonquil is the flower of this organization. Rich in color, perfect in form, carrying the golden promise of spring – it is an emblem of noble thought. When we look upon its velvet petals, let us be reminded that aspiration for noble ideals is the fundamental test of our faith, never forgetting that "as a man thinketh in his heart, so is he."

Now that you have been informed of the full significance of our organization, is it your desire

to become a member of Epsilon Sigma Alpha? If it is, please say, "it is."

(The candidates answer in unison, "it is.")

Please raise your right hand and repeat after me the pledge which shall unite you with Epsilon Sigma Alpha.

"I do hereby pledge myself to its traditions, through loyalty and service to my fellow members wherever I may find them.

"I pledge myself to look deep below the surface for the real qualities of my sisters and brothers.

"I shall recommend for membership in my chapter those who would strive to exemplify the ideals of Epsilon Sigma Alpha.

"I pledge myself to be a golden link in the chain of my chapter's harmony and success, and to work diligently, to be ever alert that nothing breaks this chain of blue and gold."

Most worthy candidates, you are now entitled to wear the international badge of Epsilon Sigma Alpha. Wear it with the assurance of our most cordial welcome. We trust that in its significance you may find inspiration and encouragement always. Do not fail to extend to fellow-wearers loyal friendship. You have pledged your faith in ours. I now declare you members of Epsilon Sigma Alpha.

To Charter Members:

Now as an earnest pledge of the trust we place in you, we ask you to come forward as your name is called and sign this charter which shall authorize the establishment of _____ chapter of Epsilon Sigma Alpha.

(Charter members come forward and sign the charter.)

Ceremony of the Jewels

Installing Officer:

We are assembled now in order that you may receive special recognition, the final badge of membership in Epsilon Sigma Alpha. We are presenting you with the Jewel Pin because of your loyalty and service. You have proven yourselves worthy of this high honor.

The jewel pin of ESA is symbolic of the ideals of our organization. It is a diamond in shape and precious to those who wear it with pride over their hearts. In the flames before you, you see the glowing colors of ESA – vibrant with life and meaning – the blue of fidelity and loyalty, and the gold of achievement. Throughout the ages, fire has ever been a token of knowledge, which you are striving to attain in ESA.

The radiant colors of the Fire of Knowledge we have captured and made forever permanent in our jewel pin as a fitting compliment to the jewels. The blue and gold of its flames are represented in our emblem, the Open Book. Remember that the Open Book is the ESA way to knowledge. There are ten jewels surrounding the Open Book on our badge. They are pearls, ever synonymous with wisdom. Each jewel has significance, and together they comprise the ten watchwords of Pallas Athene, ten attributes which every ESA member strives to achieve. Listen to the lesson taught by the ten pearls.

The **First Pearl** shall be for **Wisdom**, that sum of human experience which you will strive to obtain through the inspiration and guidance of ESA.

The **Second Pearl** shall be for **Beauty**, that loveliness of symmetry and line, rhythm and color, in nature and the magic word of the printed page, which you will endeavor to translate into your everyday life.

The **Third Pearl** shall be for **Strength**, that combination of courage and judgment with which you will be able to know conflict but also to overcome it.

The **Fourth Pearl** shall be for **Truth**, that sublime measure of knowledge which you must first feel, then know, and finally live, so that it enhances this essential part of your spirit.

The **Fifth Pearl** shall be for **Fidelity**, that dedication of purpose which will enable you to ever keep your pledge.

The **Sixth Pearl** shall be for **Fellowship**, that sharing of common interests through the warmth of family in ESA.

The **Seventh Pearl** shall be for **Cooperation**, that ability to work harmoniously and constructively with others for the advancement of a common cause.

The **Eighth Pearl** shall be for **Loyalty**, that dedication to a set of ideals which knows no discouragement or defeat.

The **Ninth Pearl** shall be for **Vision**, that ability to see past realities of the present into other possibilities of the future.

The **Tenth Pearl** shall be for **Service**, that cheerful giving of self for others – achieving not for any expected reward, but rather for the sheer joy of doing.

And the sum of these ten jewels shall be the perfect and complete life toward which all members of ESA are directing their efforts.

The last lesson is that taught by the guard of our jewel pin, the tiny Grecian Lamp of Knowledge. The lamp is a symbol of our patroness, the goddess of Athene. As ESA is a Greek-letter organization, it is entirely fitting that we should seek knowledge and guidance from the Grecian

mythology which exerted such profound influence upon a whole civilization, and in turn, beneficially affected cultures of the world.

Pallas Athene, goddess of wisdom for the ancient Greeks, most closely embodies the ideals of ESA. Animals sacred to her were the serpent, symbolic of wisdom, and the owl, representing profound meditation. May Pallas Athene ever be a source of inspiration to you in your pursuit of learning.

The time has come for you to receive the jewel pin of ESA. You will repeat after me...

(Candidates repeat after Installing Officer.)

“I, having heard the lesson of the jewels, do hereby dedicate myself anew to uphold the honor and dignity of ESA, that the ideals of the organization may be evident in my life.”

(Installing Officer puts jewel pins on new members.)

Keep forever within your hearts the lesson of the Ceremony of the Jewels. Remember that “the end of knowledge should be in virtuous action” and that “if you have knowledge, let others light their candles at it.” May the lesson of the jewels guide you well, and as your life is guided by it, may you in turn be a guide to others.

Affiliation with Another Chapter

Friends, we are assembled here to welcome these members who have honored us with their desire to affiliate with _____ chapter of ESA.

(Announce names, including former chapter and location if desired.)

Is it your earnest desire to now affiliate with _____ chapter?

(Answer, "It is." Give unlighted candle to each incoming member.)

I give you this torch which, when lighted from this common flame representing all of ESA, will symbolize your union with our chapter. *(New members light candles.)*

Please know the warmth of welcome to you. We are proud to number you among the _____ chapter family. May your affiliation with us bring you happiness, companionship, and lasting friendships. We want you to be one of us and we are confident your fellowship and influence will lead us forward. We will share your joys and sorrows, and we hope to show you our love and confidence in many ways. Welcome to _____ chapter. We're very happy to have you!

Honorary Member

With permission granted us by Epsilon Sigma Alpha International, and because of the love, admiration, and esteem in which you are held by our members, and in recognition of your outstanding records of achievement, we are proud to welcome you as an honorary member of ESA; and to have you wear this pin, the emblem of ESA International.

We want you to wear this pin proudly, for it signifies that you have been chosen as a member of our great organization. We do not want you to think of this membership as being "in name only." We want you to be one of us; that your fellowship and influence may lead us ever forward, that we may share your joys and sorrows; and we hope in many ways to show you our love and confidence, to make you feel in truth that we are your ESA family.

May your association with ESA may long and happy – may our friendship grow with each

passing year. _____ *(Name)* _____, it is with greatest pride that we now number you among us in the ESA family.

Chapter Chartering

This is a very special time for each of us here and for all Epsilon Sigma Alpha members as we charter _____ chapter. This is the beginning of a heartwarming relationship with others based on attitudes of goodwill, tolerance, understanding and love. With your enthusiasm and ambition, it is evident you will achieve something great and good. What you begin today will have lasting impact on your community, and yourselves.

Through banding together to become more purposeful members of today's society, with reason and foresight may you set goals that are realistic and attainable, thus forming a solid foundation of strength and lasting value.

(OPTIONAL COLLEGIATE SECTION) *Yours is a special challenge and opportunity. Your challenge is to serve your fellowman, your school, and your community in such a manner as to demonstrate the value of ESA to everyone and to become a valuable asset. Your opportunity is the personal growth you will achieve through education, service, and association, and the delight of sharing the joy you find in ESA with others – to spread ESA throughout our world.*

Now as an earnest pledge of the trust that is given to you, please come forward and sign the charter, authorizing the establishment of _____ chapter of Epsilon Sigma Alpha. *(Read pledge names.)*

As you build and strengthen your chapter day by day, year by year, may you come to know deep within your hearts what it means to be a member of our family. From this day forward through the

rest of your life, you are ESA. Embrace the challenge and the opportunity... be all you can be... and _____ chapter will be worthy of your efforts.

Installation of Chapter Officers

Traditional

We are gathered here to install the officers for the ensuing year of _____ chapter of Epsilon Sigma Alpha, with the keynote of the administration symbolized in our emblem.

The Open Book – means knowledge, not necessarily complete, but the desire to turn the pages and delve into the depth and beauty of life through the printed word. The Lamp is our guide to wisdom, and wisdom gives us a better understanding of the fullness of life. So let us realize the significance of our emblem, as well as renew the pledge which made us members of Epsilon Sigma Alpha.

Madam President – Today real opportunity has come to you. The membership of this chapter has spoken and you stand their choice, representative of all that is admirable in our sisterhood. In your administration, may your heart be strengthened for the work that is yours. May you always be fair in action, honest and faithful to the highest concepts of this office and true to the high ideals for which we stand. Are you willing to maintain the dignity of your office, and to the best of your ability serve the chapter from an impartial viewpoint?

Answer – “I am.”

Madam Vice President – You, too, have been honored by your sisters. In you, they have placed their trust and confidence, believing that to the best of your ability you will support their leader. Standing ever at her side, may you be ready to share the work and willing to fulfill the plans of

your President. You are both accepting a vital obligation and by acceptance you pledge your best strength and intelligent efforts to the service of this chapter. Are you willing to assume the responsibility of the duties of this office?

Answer – “I am.”

Madam Recording Secretary and Madam Corresponding Secretary – Today has given each of you added responsibility with opportunity for service in the great sisterhood of which you are a vital part. You are custodians of this chapter’s history and the transcribers of its activities. Give to your chapter the best of your abilities that you may strengthen the foundations upon which we are building for future generations.

Madam Recording Secretary – Will you regard your office as a duty to be faithfully performed in keeping all records of the proceedings of the chapter?

Answer – “I will.”

Madam Corresponding Secretary – Will you keep a complete history of the activities of the chapter and dispatch such correspondence to Headquarters, councils and chapters as your office entails?

Answer – “I will.”

Madam Treasurer – To no office comes a more definite and tangible responsibility than to the office of the Treasurer, which today becomes yours. In your keeping is placed the financial welfare of this chapter. Guard it in the untiring fulfillment of your duties. Will you accept your office as a personal trust, dispensing the funds as directed for the good of the chapter?

Answer – “I will.”

Madam Parliamentarian – Your office is one of much responsibility. You must see that all meetings are conducted according to Robert’s Rules of Order, and assist the President in keeping order at all meetings. Are you willing to undertake these responsibilities?

Answer – “I am.”

Madam Educational Director – To no officer, nor to any member, comes quite the opportunity that comes to you. From you must come the inspiration and vision that gives life to this movement and enthusiasm for the work. To you the members look for direction in the program they have chosen. Are you will to accept the challenge of this office?

Answer – “I am.”

Sisters of _____, your officers stand before you pledging their faith, service and time. Unite your talents and your time with theirs in true sisterhood and you shall have a successful year. May your service clearly illustrate the significance of our emblem.

Will the membership please rise, join hands and repeat after me:

*We pledge ourselves...
In all essentials, Unity.
In non-essentials, Liberty.
In all things, Charity, Love and Loyalty.*

Alternate

America is rich in beautiful traditions. While some of the old traditions have been cast aside and forgotten, many live on to enable us to share with each other happiness, security, friendship, devotion, love and other helpful avenues of living. One tradition which most of us shared as children was the giving of “May baskets” to friends in the spring of the year. The baskets were always filled

with flowers picked from the fields or gardens especially for that gay, happy gift of love.

One of the first flowers of spring, and one which found its way into many “May baskets”, is the emblem of Epsilon Sigma Alpha, the jonquil. Tonight we begin to fill this year’s basket as these officers are installed. Let us be reminded of the responsibilities you are accepting as each of you add your jonquil to the flowers which will fill the baskets of _____ chapter in the coming months.

An installation service is a part of every organization’s ritual. It is a time when officers and members who have served well are filled with pride. So, let’s make this a happy time, as the giving of “May baskets” was a happy time.

To the retiring officers, we say, “Thank you”; to the new officers, “Let’s scatter some seeds, then gather some flowers, and have another full basket of joy in ESA.” Let’s remember that the jonquils you will be gathering will be flowers of happiness, joy, tears, smiles, love, obligations, fulfillment, knowledge, deeds and many more things to make a pleasant, successful year.

The membership has selected their gardeners, the officers; but to you, the members, there are responsibilities you must accept to keep your jonquils blooming. Without you, the membership, they, the officers, can accomplish nothing. Therefore, take to your heart also the pledge which these sisters now take.

_____*(Name)*_____, as **Educational Director**, your objective will be to plan, organize and interest your members in programs. Your office can be one of inspiration, interest and intellectual improvement. Oscar Hammerstein once wrote for Mary Martin: “A bell is not a bell until you ring it, A song is not a song until you sing it, Love in your heart is not love until you give it.” We might add, “A program is not a program until your members

give it." As Educational Director for _____ chapter, the jonquils you put in your basket can be bright, gay, interesting, colorful and enlightening. Yes, your jonquils can, and must, create unity, friendship and knowledge. As you light your candle from this light of the new year, dedicate yourself to furthering your chapter's goals of education.

_____(Name)_____, as **Parliamentarian**, you must hold fast to truth for your chapter, for it is the light of your office. Truth is conformity to rule. Truth is that which is, has been or must be. You must stand by your President, always ready to advise and encourage her. Your responsibility is to uphold the dignity and honor of this chapter and ESA. Your challenge is to keep _____chapter accurate and up to date within the framework of the organization. May the jonquils you add be bright blossoms of truth which will bring joy and benefit all members of your chapter. Please add your light, that the way before us may be brighter still.

_____(Name)_____, as **Treasurer**, counting money is always fun, but spending money carefully is a virtue. One old miser once said, "Nothing is more highly prized than the value of money." But there is no value unless the money is invested carefully. How sad the old miser must have been. The Sorority's financial stability depends on you as Treasurer. Make each jonquil you add count well for the value received. Smile when you talk of money. Remember, a poet once said, "What sunshine is to flowers, smiles are to women." Let this light which you now add to your chapter be a smile for every duty and obligation of your office as Treasurer.

_____(Name)_____, the **Secretary** has been called the President's second right hand. This is an important office. Your jonquils can be bright or dull. Be exact but brief in your minutes, and remember, "If you would reap praise, you must

sow the seeds of gentle words and useful deeds." Correspond for your chapter with care. Abe Lincoln wrote, "Politeness is to write and say the kindest thing in the kindest way." May your jonquils establish a reputation and fill _____chapter's basket with friends of the truest kind. Please add your light.

_____(Name)_____, as **Vice President**, you can be as the salt of the earth to the President. Your jonquils can help make happy times for the chapter. Extend friendly hospitality that will help create an attitude of togetherness which will give your chapter a feeling of confidence. Be the "friend maker" for your group when the opportunity comes to welcome a stranger in your midst. Encourage your members, old and new, to be superior through your "gentle words and useful deeds." Attitudes are contagious, so be happy, and remember, "To wear a smile is to have friends, to wear a scowl is to have wrinkles." As you light your candle, may it be a beacon of friendship to all who would share its warmth.

_____(Name)_____, as **President**, you begin with a well-filled basket. Perhaps a word of wisdom from Shakespeare will be a good slogan for the seeds you sow. "Love looks not with the eyes, but with the heart." Much later, Dean Walley wrote: "Hearts, like doors, will open with ease to... 'I thank you' and 'If you please'." As you accept the duties of this high office, light your candle from this light of the new year that all might see and follow the path where you lead.

_____(Name)_____, as one of the members representing this entire chapter, you must provide the blossoms to fill our basket to overflowing. You must share your time, your talents and your faith with your officers and with each other. The faithfulness of each and every member is necessary to make this year complete and pleasing to everyone. Each member of the chapter has an individual contribution she can

make. It may not be the same as the President or the Treasurer; we would not want it to be. But if each contributes her individual talent, this chapter can be a thing of beauty like the beautiful "May baskets" and be a shining example of love, friendship and helpfulness. Light your candle, adding the strength of the membership to our bouquet.

Let us all join in this pledge to ESA:

We pledge ourselves...

In all essentials, Unity.

In non-essentials, Liberty.

In all things, Charity, Love and Loyalty.

I now declare you duly installed officers of _____ chapter, Epsilon Sigma Alpha International. Best wishes for a truly beautiful year.

(Suggested setting: A large candle and basket of spring flowers, real or artificial. There should be a candle for each officer to be installed. Jonquils or a variety of flowers – aster, rose, carnation, daisy, fern – may be provided for each officer to add to the basket.)

Alternate

We are gathered here to install the officers for the ensuing year of _____ chapter of ESA. As we look toward the opportunities of a new year together under the guidance of these officers, let us renew in our hearts our pledge to the pursuit of knowledge, wisdom, and understanding symbolized by our emblems of the Open Book and Lamp.

To the President: These chapter members have chosen you to lead them for the ensuing year. Strive to be fair, honest, and faithful in all that you do that you may exemplify the high ideals for which we stand and uphold the trust your chapter has placed in you. Are you willing to serve the chapter in a dignified manner, and from

an impartial viewpoint, with the good of the group at the heart of your actions?

Answer – "I am."

To the Vice President: You also have been honored by the trust placed in you by the chapter. Direct yourself to the support of the President and always work to be an example of the dedication to ESA in the performance of your duties. Are you willing to assume the duties of Vice President?

Answer – "I am."

To the Secretary (Secretaries): To you is entrusted the chapter's history and transcriptions of its activities. Let your records and communications be clear, timely, and true that you may provide the chapter with a solid basis for success. Will you faithfully execute the duties of the Secretary?

Answer – "I will."

To the Treasurer: To you is given the responsibility of financial management of the chapter. Perform your duties carefully and faithfully that you will be worthy of the personal trust placed in you by the entire chapter. Do you accept the responsibilities of the Treasurer?

Answer – "I do."

To the Parliamentarian: Your responsibility is to see that all meetings are conducted in an orderly manner at all times, and in keeping with Robert's Rules of Order. You are so charged. Do you agree to uphold the duties of the Parliamentarian?

Answer – "I do."

To the Educational Director: To you is given the duty of expanding the horizons of the entire chapter. Be creative and thorough in your efforts to bring knowledge and insight to your chapter,

that your endeavors will challenge them to reach ever higher in their pursuit of understanding. Are you willing to accept the responsibilities of the Educational Director?

Answer – “I am.”

Members of _____, your chosen officers stand united before you, pledged to lead you in your pursuits this year. Give them the support, time, and talent that together you may learn, do good work, and strengthen the bonds of ESA.

Installation of Council Officers

Traditional

Voltaire said poetry is “the music of the soul.” He was right. The poet uses words in a manner which makes of those words music. No matter the subject, happy or sad, funny or wise, a poem flows along with a rhythm, a melody, a symmetry to touch the innermost heart. When one reads or listens to the reading of a poem, its meaning and value are conveyed by more than intellectual comprehension. One experiences it as with music, a sunset, or a relationship with a loved one. If the poem becomes a living part of a being, if that which is experienced can be recreated at each new contact with it, it becomes a precious possession.

ESA is like that, for ESA is our expression of the music of humanity, our way of bringing rhythm, a melody, a symmetry to our lives, and through us to those around us. Perhaps this poem says it best.

*A candle held in a willing hand,
An interest in fellow man,
This is ESA.
A heart full of love, eager to share,
Offers of hope to ones in despair,
This is ESA.*

*A family full of love and light,
A wonder and awe for each new delight,
This is ESA.
A feeling that brings each of us near,
A need that makes each of us dear,
This is ESA.
ESA is many, not just a few,
But always remember – ESA is you.*

Yes, ESA is you. Today you come to an end and a beginning, the end of one year and the beginning of another. Before you stretches the road of the year _____. Like all journeys, your passage along this road will encounter hills and valleys, unexpected turns and detours, levels of smoothness and moments of beauty. As a district/zone council, you are a single unit made up of many segments, a community of individuals. Each doing an allotted task to achieve the goals you set. Each lending the best of efforts to assure the productivity that can come with togetherness. You will discover anew that working together, for the good of all, leads to growing; that caring for each other and those around us leads to sharing... and these lead to the treasure at the end of this road: a happy, successful year for _____ District/Zone.

Little light shines along your road at this moment. As you new officers accept the responsibilities of the trust placed in you by the members of _____ District/Zone, this small light must spread to each of you and to all of us... showing us the way ahead in all the beauty, light, and color which is possible.

_____(Name)_____, the turquoise blue of truth and wisdom must be the light of your office as **Parliamentarian**. Truth and wisdom can often be equated with conformity to rule. You, _____(Name)_____, will stand at the right hand of your President, always ready to advise, always ready to provide help requested. It is your challenge to keep your district/zone accurate and

up to date within the framework of the organization. If you are willing to accept the duties of this office, add the turquoise blue light of truth and wisdom to our pathway.

_____(Name)_____, as **Treasurer**, your office shines with the purple light of sincerity and perfection. The office of the Treasurer is one of definite and tangible responsibility, one of trust. It is one of dignity and seriousness. Guard it with your untiring efforts as you keep accurate accounts and dispense funds as directed for the good of the district/zone. If you accept the responsibilities of this office, add your purple light of sincerity and perfection for all to see.

_____(Name)_____, as **Recording Secretary**, it is your responsibility to record the activities of this district/zone. We give to you the shining ebony light of organization and strength, the velvet black light of assurance. To be concise and accurate, to separate the important and the unimportant requires skill and discernment. As you give your district/zone the best of your ability, you will strengthen the foundation upon which we build a record, faithfully reflecting the life and activities of _____ District/Zone.

_____(Name)_____, the brilliant white light of eternal fire, the light of purity and purpose and friendship, will lead the way as you, the **Vice President**, assist your council in growing and strengthening its resources through adding new ESA members and holding fast to each other. Purity of heart describes your love for your council and ESA as you seek to spread the vision. Friendship must describe your actions as you fulfill your duties. As you stand by the side of your President, ever ready to share the work and willing to aid the plans of the council, pledge yourself to be a beacon for the growth of ESA in _____ District/Zone. If you are willing to accept these responsibilities and to share your

white light of purity and friendship, lend its beam to the pathway before you.

_____(Name)_____, as **Coordinator**, your pink light of devotion and service will lead you as you keep the chapters in the district/zone informed through meetings with chapter Presidents, and assisting and visiting chapters. You will work closely with your President and the chapters to bring strength and harmony in your district/zone, attending all meetings of the _____ State Council and fairly representing the members of _____ District/Zone with intelligence and the welfare of your members foremost in mind. If you are willing to serve in this office, illuminate our pathway by adding your pink ray of devotion and service.

_____(Name)_____, the ruby red glow of freedom, faith, charity, graciousness, and love exemplifies your position as **President** of _____ District/Zone. Perhaps the most important attribute is faith – faith in your members, faith in ESA, faith in the value of each individual person, and each activity. Faith makes all things possible. May your faith in ESA guide you to the value and beauty possible to achieve through giving yourself in leadership and service to the members of this district/zone. May you always be fair in action, honest and faithful to the highest concepts of this office, and true to the ideals for which we stand. If you are willing to accept the responsibilities of this office and to serve your members with faith, hope, and love, increase the light along the pathway of the year _____ with this scarlet light of great value.

You, the members, must complete the light along the road into the year _____ for _____ District/Zone with the yellow glow of loyalty and courage. In electing these officers, you have fulfilled only a small portion of your task. Your obligation now is to support them with your friendship, your loyalty and your cooperation. If

you, the members, will pledge yourselves to the year ahead, light your candles from the candles of your new officers. And as we complete the lighting of the road in the year _____ with loyalty and courage, let us repeat together:

"I pledge myself to be an informed, responsible and enthusiastic member of _____ District/Zone of (state) of Epsilon Sigma Alpha International.

"In all essentials, Unity. In non-essentials, Liberty. In all things, Charity, Love and Loyalty."

(Suggested setting: A "road" or stairway with candles along the way. One candle is lighted and candles of appropriate colors are provided for each officer. As each officer lights her candle from the primary one, the officer lights the corresponding candle along the "road". Small yellow candles – birthday candles – should be provided for everyone present. Candles along the "road" may match the colors of the officers' candles or may be designated with ribbons in the various colors. Small votive candles with ribbons streaming along the "road" make an impressive setting.)

Installation of Officers

Council or Chapter

A Pyramid is built of many things. It takes hard work, long hours, knowledge of construction, architects as well as laborers, and a dedication to one's job. ESA can be paralleled to this in every way. No council (chapter) can be a success unless all chapters (members) are eager and willing to cooperate with their officers and chairmen.

This council (chapter) is a growing pyramid, building each year on its devotion and service. Some will hold office and all have the right to be of service. Under the leadership of these officers, many things can be accomplished.

Now, as I call the names of the newly elected officers, will they please come forward:

<i>President</i>	<i>Vice President</i>
<i>Recording Secretary</i>	<i>Secretary</i>
<i>Corresponding Secretary</i>	<i>Treasurer</i>
<i>Parliamentarian</i>	<i>Educational Director</i>

_____*(Name)*_____, **President** – You are the base of the pyramid. On your shoulders rests the success of the council (chapter). It is your responsibility to see that the council (chapter) grows in strength and character. Others will rely on you for strong leadership. You must be willing to serve your office with dignity and to the best of your ability. You must serve this council (chapter) from an impartial viewpoint. If you accept this responsibility, please light your candle.

_____*(Name)*_____, **Vice President** – You are the second block toward building a stronger council (chapter). It will be your duty to increase the council's (chapter's) membership and to see that new members are informed of our ideals and know the purpose of ESA. You should be ready at all times to aid the President and share responsibilities in leading the council (chapter). Your candle is without light – if you accept this office, please light your candle from the President's.

_____*(Name)*_____, **Recording Secretary** – The third building block is yours. The council (chapter) will rely on you to keep accurate accounts of the meeting and to keep them informed of the business at hand. Your records will be a history of the year's activities. Please light your candle.

_____*(Name)*_____, **Corresponding Secretary** – Communication is the fourth block in our pyramid. It will be your task to see that the council (chapter) is kept in touch with the State and International Councils and to see that all

correspondence pertaining to the council (chapter) is readily answered. Please light your candle.

_____(Name)_____, **Treasurer** – The fifth block represents finance. Your office is one of dignity and seriousness. In your keeping is placed the financial welfare of your council (chapter). You must keep accurate accounts and dispense funds as directed. Please light your candle.

_____(Name)_____, **Parliamentarian** – Yours is the sixth block. Your responsibility is to see that things are kept on an even keel so that the pyramid will not topple. You must be the authority on parliamentary procedure. You must stand ever at the side of your President, to encourage and advise. Please light your candle.

_____(Name)_____, **Educational Director** – To you comes a very important opportunity for the members will look to you for the direction in the programs they have chosen. Planning programs is one of the arts requiring a well-established sense of rhythm and a definite construction plan. Remember that Epsilon Sigma Alpha means “Pursuit of Learning” and that a shining light leads the way to greater opportunity. Please light your candle.

Members of ESA, you have carried out a part of your task by electing these officers. No pyramid can be built without your help and support. The officers have pledged themselves to a year of service for ESA. They realize that to build, they must work. Combine your talents and your time with their efforts and we will surely build a sturdy and lasting pyramid. I declare you duly installed officers of _____ council (chapter).

In closing, may I leave this thought with you: “Yesterday is but a dream, tomorrow is only a vision. But today well lived makes yesterday a

dream of happiness and every tomorrow a vision of hope.”

Founder’s Day

Founder’s Day is a time when we in ESA cherish the memory of that small band of women who were searching for more out of life than the routine of daily living. Certainly each individual has the opportunity to better themselves, but often neglects this path because there is no one with whom to share their accomplishment. Through ESA, we have found true companionship and a common bond of knowledge and service. The more knowledge we possess, the more willing we are to share our bounties.

Our circle opens constantly to enlarge and enlighten others to our purpose and goals. We are more aware each day of our right to be of service to those less fortunate than ourselves. Over the years, ESA has brought happiness into the lives of many, including the members themselves. There are those members who are continually faithful... giving many years of service; and there are those who possibly remained active only for a short time. We sometimes feel it is unfortunate that we lose these members, but we forget that their experiences through ESA may be a guiding light to them as they go through life.

What would be the response of our Founders if they could be with us today? I am sure they would be overwhelmed at the thought of an international organization of so many thousands. I also believe their reaction would be one of great pride because of the quality of the members and their great willingness to be of service. This was their goal, to study together to develop the qualities of graciousness, self-expression and leadership. We continue to hold fast to their original goals, and over the years have added many worthwhile endeavors to keep our ESA

alive. As we grow, our accomplishments are more widespread, but the ideas and purposes of our Founders remain unchanged – these are the everlasting ties built from a dream into a reality. Let us, the membership, hold fast to these ties so as to keep our bond to ESA firm.

Lowering of the Gavel Guard

To the Retiring President:

Today you are completing a very important year of your life. You have met the challenges of leadership and given freely of your knowledge to ESA. The (chapter, district/zone, state) has benefited from your ideas and your spirit, and has been strengthened.

You have been a generous giver, and you must remain so. The opportunities of service will continue to arise and your expertise will be valuable. Meet the future with a willing heart and hands outstretched to our ESA members.

As your gavel guard is lowered, we thank you for your love, fellowship, loyalty, and service. We welcome you in to the *(Past Presidents Group)*. We are very honored and pleased for you to be one of us!

Raising of the Gavel Guard

To the Incoming President:

A challenge for you: Since the beginning of time, never has there been another with your mind, your heart, your eyes, your hands, your hair, your mouth. None that came before, none that lives today, and none that come tomorrow can walk, talk, move and think exactly like you. You are a unique creature. None has any ability exactly as you. You are not on this earth by chance. You are here for a purpose and that purpose is to grow

into a mountain, not to shrink to a grain of sand. No beast, no plant, no wind, no rain, no rock, no lake had the same beginning as you, for you were conceived in love and brought forth with a purpose.

I challenge you to capitalize on this difference and promote it to your fullest. Strive to become the highest mountain of all, and with each victory, the next struggle will become less difficult.

A tremendous task awaits you as (chapter, district/zone, state) President, but with your ability and determination, I know it will be a year to remember. Wear your gavel guard with pride for all that it represents!

Life Active Ceremony

We gather this evening to join ESA Headquarters in honoring our members for reaffirming their pledge taken upon becoming a member of ESA International.

To the Life Active Member Recipients:

You have truly strengthened your link in our chain of blue and gold and it is now sealed forever as you receive your Life Active Membership.

The Ten Pearls of ESA remain the ten watchwords of your life.

WISDOM You have shown your joy in exploring wisdom through ESA.

BEAUTY You are beautiful to ESA for you have given of yourself.

STRENGTH Your combination of courage and judgment with which you are able to overcome any strife.

- TRUTH** You are the example of the truths of the Ideals of ESA.
- FIDELITY** You have reaffirmed your pledge of faithfulness.
- FELLOWSHIP** You have extended the hand of friendship and have reaped its golden harvest.
- COOPERATION** You are an example of cooperation within your ESA family.
- LOYALTY** You are committed to the Ideals of our organization.
- VISION** You have seen the vision of the future for ESA.
- SERVICE** You have given yourself to ESA and we salute you for your commitment.

The symbol of Life Active Membership in ESA is this distinctive addition to our pin. The vibrant colors of blue and gold once more symbolize our pledge and the Greek word for “Life” symbolizes your commitment. Wear it with pride for all to see. *(The dangle should be attached to the chain between the Open Book and the Lamp. Please clear your chain of all other dangles.)*

Pallas Athene Award

We are gathered to pay tribute to you for your contribution to ESA. Your outstanding achievement makes you eligible for your _____ degree of Pallas Athene. Your work for ESA is evident or you would not be standing here tonight. Your support has made our chapter more unified and much stronger. You have shown a capacity for endurance, a

continuity of purpose and action. You have helped us attain solidarity and integrity.

First Pearl Ceremony

THE FIRST PEARL SHALL BE FOR WISDOM... A short while ago, you pledged your faith to the Ideals of ESA. You accepted the challenge to meet the goals of the organization. You have accomplished your “pearl points”, the unique opportunity offered only to first-year members of ESA.

(Officiating member hands unlighted candle to each recipient, saying): I now commend into your hands this torch, which when lighted from the common flame, can again renew the pledge you made to yourself and ESA; *(each First Pearl recipient lights candle from common flame)* and that your enthusiasm and interest in our organization will last like the beauty of the Pearl.

Participation, Education, Achievement, Rushing, and Leadership are individually an important part of ESA. When linked together through the chain of blue and gold, they have shown you wisdom regarding your chapter, your community, and yourself.

We are proud of you and are honored to present you with your First Pearl Award. *(Present award at this time.)*

As the lesson of the jewels has guided you to fulfill this goal, may you in turn guide others to the many advantages of ESA. Congratulations!

Service Awards

Traditional

Today we pay special tribute to you sisters who have been true members of ESA for many years.

You have kept the faith in your quest for knowledge and have now passed another milestone along the path of service for Epsilon Sigma Alpha. You have learned that ESA is a sharing of hopes, dreams, joys, and memories... a sharing of ourselves with each other and those who are less fortunate.

You have been a generous giver and exemplify steadfastness of purpose. Today your sisters would like to pay tribute with words written by Helen Steiner Rice (you may select something more suitable to your members, if you wish.)

*It's not the things that can be bought
That are life's riches treasure,
It's just the little "heart gifts"
That money cannot measure.
A cheerful smile, a friendly word,
A sympathetic nod
Are priceless little treasures
From the storehouse of our God.
They are the things that can't be bought
With silver or with gold,
For thoughtfulness and kindness
And love are never sold.
They are the priceless things in life
For which no one can pay,
And the giver finds rich recompense
In giving them away.*

Thank you for this sharing, my sisters.

(or)

*Friendship is a Golden Chain,
The links are friends so dear,
And like a rare and precious jewel
It's treasured more each year.
It's clasped together firmly
With a love that's deep and true,
And it's rich with happy memories
And fond recollections, too.
Time can't destroy its beauty
For, as long as memory lives,*

*Years can't erase the pleasure
That the joy of friendship gives.
For friendship is a priceless gift
That can't be bought or sold,
But to have an understanding friend
Is worth far more than gold.
And the Golden Chain of Friendship
Is a strong and blessed tie
Binding kindred hearts together
As the years go passing by.*

Alternate

We gather now to honor our members receiving service awards. While we number our years of service to ESA in an orderly manner, as members of humanity we recognize that over these same time periods, our lives have not been necessarily this consistent. Together through these years, we've experienced periods of both success and adversity, happiness and sorrow, as individuals and as an ESA family. And yet, the constant of ESA has remained for us a source of inspiration and challenge. We thank (*name recipients*) for their untiring support of our work to help others, our pursuit of knowledge, and our friendships. We recognize now the many hours of giving that made up the years these badges represent, and honor them with these symbols of our respect, gratitude, and love.

Memorial Service

(This service may be adapted to be held during opening ceremonies of a convention or beginning of a district or zone meeting with a memorial candle kept burning throughout the entire convention or meeting.)

Friendship is the flower of a moment and the fruit of time.

Our dear sister is absent and our hearts are heavy with grief and loss.

Her place can never be filled, but the memory of our association with (Name) will ever be clear and vivid, a miracle of kindness and justice and high loyalty.

She had the happy faculty of successful friendships and of seeing people at their best, to look for the divine, the beautiful and the bright sides.

Truly the fruits of our friendship with our sister will ever be an inspiration.

Her courage, her willingness to serve and her unflinching good humor were a joy to all who had the privilege of knowing her.

She was a builder, a great person. She gave to the fullest of her life and capacity.

Whatever else be lost among the years, God still abides and her memory will remain bright and shining through the tears.

Her faith and courage brought this prayer to mind:

“Let us pray that we shall never be so blind that our small world is all we see or supremely satisfied that all we are is all we want to be.

God grant us the joy of filling someone’s needs. Make us gracious followers if we aren’t meant to lead, and more than all, we pray to remember that there are always new frontiers.”

Alternate

We come together to honor the memory of our dear member (Name) . While our hearts are heavy with grief, as we search them for meaning in our loss, may we again find the friendship and happiness (Name) brought to each of us. We shall miss the kindly ways, the humor, sincerity, and strength (Name) demonstrated to each of us in this life. Help us to remember that

our tears are not forever, and that death is not eternal. May we be grateful for and find comfort in each other and in our fond memories of (Name) , now and in years to come.

Senior Ceremony

For Collegiate Chapters

Today, we gather to honor our seniors. As we look upon you now, we see our leaders and our friends. We thank you for your love, fellowship, loyalty, and service. The example you have set will guide us as we continue to strive to achieve the ideals of ESA. While this is a time for reflection on the achievements and friendships of our collegiate years together, it is also a time to look optimistically to the future and the opportunities it holds. Although we will miss you a great deal, we send you on to this future, and your life in traditional ESA, knowing that we will always remain together in the bonds of our universal ESA family. No matter what path you follow, we are confident you will take the ideals of ESA along and continue to pursue them in the spirit of love. Remember, like any family, although its members may travel far, the ties that unite us remain unbroken. We wish you happiness, health, and success. Agape.

Outstanding Youth Award

We are gathered here today in order to pay special tribute to an outstanding youth in our community. Epsilon Sigma Alpha believes that our young people are the untapped resources of mankind. We would like to serve as a supporting group for these youth.

We believe in giving them freedom to be creative, while being nearby if they should need us. We strive to give them our support without crushing their initiative; give guidance without violating

their freedom. We wish them patience, humility, vitality, joy – a heart full of gladness as they grow toward maturity.

Epsilon Sigma Alpha takes pride in presenting this Outstanding Youth Award. _____ *(Name)* _____, this is our way of recognizing your accomplishments. You have demonstrated leadership, been an aid in community service, given and received respect and have proven with your essay that you possess the ideals and the knowledge of responsible citizenship.

Accept this in recognition of your outstanding work. Epsilon Sigma Alpha is very proud of you. The example you set enables all to see that youth are the hope for our future.

DESA Presentation

_____ *(Name)* _____, today you are receiving a gift of love that will last all your life. Your (mother, aunt, friend, etc.) is sharing a special part of our lives with you. It is something that will grow as you grow.

This gift will be your key to friendship, service to others, fun, and education. This key will open the door to full membership in Epsilon Sigma Alpha on your eighteenth birthday. We wish you joy and a bright future in ESA!

DIANA Award

The world is my country, all mankind are my brethren, and to do good is my religion.

These words by Thomas Paine best describe the recipient of our DIANA award tonight. In reflection, we look back over the years and the beautiful and unselfish life this lovely lady has shared with others. She has given generously of

her time and love, and we are deeply honored to give her the recognition she so richly deserves.

(Add any additional specific information regarding the recipient's achievements and contributions here.)

** Much care should be taken in preparing the resume of the winner. It would be meaningful to her if a member(s) of her family were in attendance for the presentation. Include and explanation of the ESA DIANA award itself if possible.*

Zeus Award Ceremony

*Lives of great men all remind us
We can make our lives sublime,
And, departing, leave behind us
Footprints in the sands of time.*

This verse by Henry Wadsworth Longfellow exemplifies our purpose in being gathered today. We are here to honor a man whose service to (community, mankind, ESA International, etc.) has been outstanding.

The man we honor today has served *(complete a short paragraph with specific activities and service given)*.

ESA International takes pride in presenting our Zeus Award to _____ *(Name)* _____ as our way of recognizing his accomplishments.

You, Mr. _____ *(Name)* _____, have demonstrated leadership. You have proven that you have the ideals and knowledge of responsible citizenship.

Accept this plaque in recognition of your outstanding work. This award now makes you a part of worldwide ESA, and we heartily welcome you to our family!

Head Table Protocol

Correct protocol should be observed at your head table and sub-head table as far as possible.

Order of Rank in ESA:

1. International Council Representative
2. Headquarters Representative
3. State Officers
4. District Officers and/or Regional Officers
5. Chapter Officers

Deviation from this for head table seating (NOT introductions) would be the guest speaker. He or she would always be to the right of the presiding officer, right of podium.

Presiding officer is always in the center seated to the right of the podium. The guest of honor (either officer or outside guest) is always seated to the right of the presiding officer, and takes precedence over any other dignitary.

Other dignitaries would then be seated right, left, right, left of the presiding officer according to rank. If an officer is to present a portion of the program, the officer would be seated to the immediate left of the presiding officer for convenience. (At business meetings only, the Parliamentarian would be seated to the immediate left of the President.)

Remember always that common sense must play a great part in your planning for head table and sub-head table. Remember too that your officers are the people of the day even though you may have elected new officers for the ensuing year. Their turn comes next year, and should you be short of space, extend the courtesy to your officers first.

Introductions

Rule of thumb: INTRODUCE those who are unknown to your group, giving a good background if they are speakers. PRESENT those who are known to your group. An introduction of a guest speaker should be no more than 3 minutes in length. The last words of your introduction should be the speaker's name (i.e. "May I introduce to you the Mayor of _____, the Honorable _____").

Guests: Remember to give guests the courtesy of time, place, type of dress, concise instructions for what you want them to do. If a VIP is coming for installation, send them the installation ceremony and names of officers in advance.

Flag Protocol

In ESA, the display of our flags is important to all of us. These descriptions give basic information and ideas. If you have further questions, please contact your local veterans' groups for help. Sections of Title 36 of the U.S. Code pertain to the display of the flag and may be ordered from the U.S. Government Printing Office. Be sure to check for any city/state flag ordinances that may apply.

In any display of several flags/pennants, the U.S. flag will be positioned at the highest point of the display, as well as at the center of such groups.

The U.S. flag is sometimes displayed with another flag from crossed staffs. Whether against a wall or in the open, the U.S. flag should be on the left (flag's own right) with its staff in front of the other flag's staff.

The U.S. flag, when not on a staff, if displayed flat, should be above and behind the lectern with the field of stars uppermost and to the left of the audience. When on a staff on a platform, it should

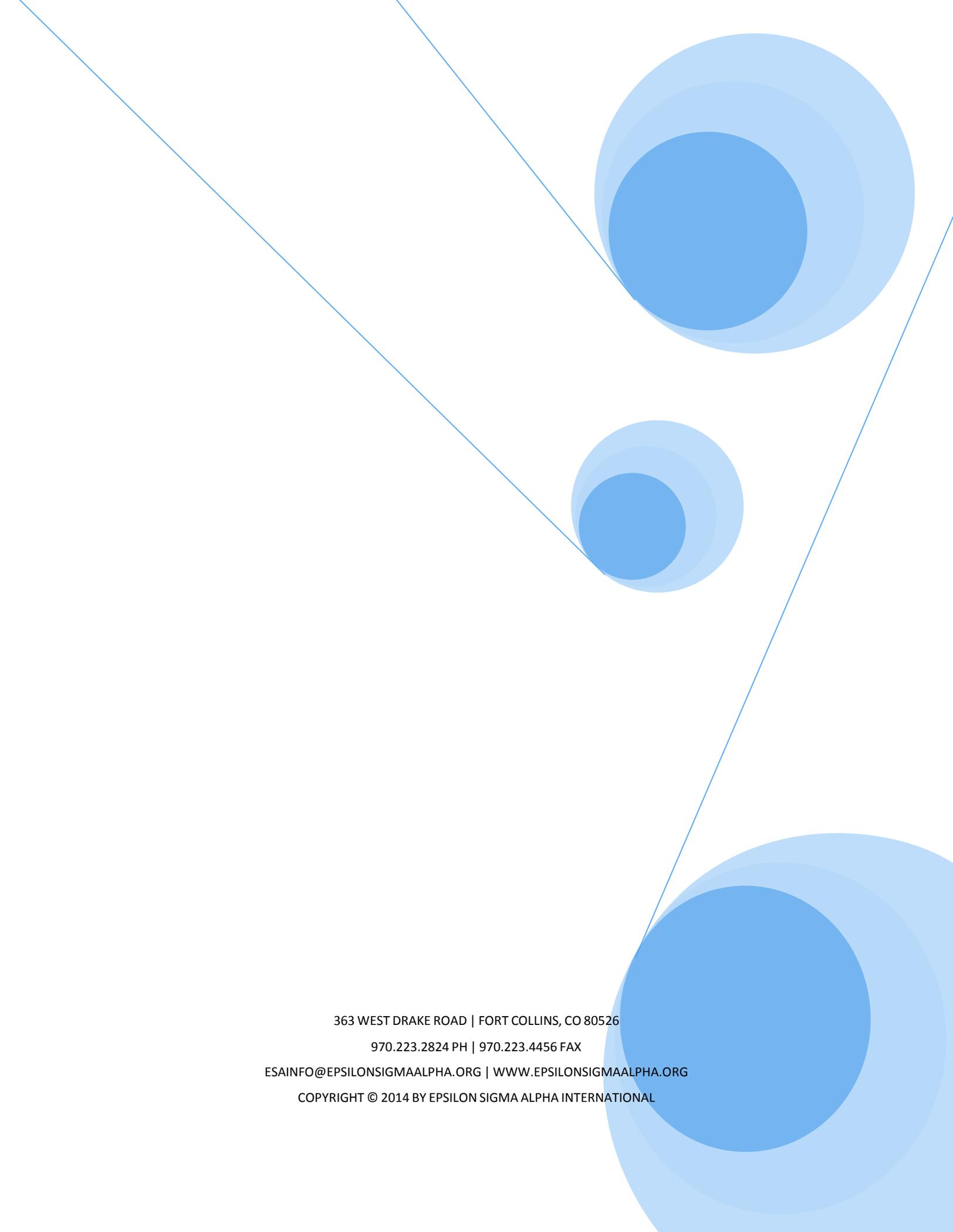
be to the speaker's right. Other flags on staff are displayed to the speaker's left. Bunting and other suitable material may be used for decoration, but never the flag itself.

The flag of the U.S., when carried in a procession with another flag(s), should be either on the marching right (that is, the flag's own right) or if there is a line of other flags, in front of the center of that line.

Create a Beautiful Ceremony

Our ESA ceremonies are something very special that we do for ourselves. In no case do we suggest that these ceremonies listed are a MUST – they are just ideas to work from as you create your own. Take a theme, song, poem, and work it up to suit your own needs. Remember that this is ESA today! Keep in mind the tempo of the people for whom you are creating the ceremony, their specific needs and interests.

Prop Shop – Don't forget your florist, hobby/craft shop, and your own creative abilities in creating the proper atmosphere for your ceremonies. Working with ESA themes and emblems, you can create a beautiful setting. Decorations and "props" go a long way to create the proper mood for the event and its impression upon our members and guests. Let your imagination run wild!

A decorative graphic on the right side of the page. It features three overlapping circles of varying sizes, each with a solid blue center and a lighter blue outer ring. Two thin blue lines intersect at the top right, forming a triangular shape that frames the circles.

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