

# **El Paso Consistory *Officers' Duties***

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### **Chancellor**

**Bylaws Duties:** The Preceptor and Chancellor, respectively, shall assist the Master of Kadosh in the performance of his duties, and perform such other duties as may be required of them.

**Monitor Duties:**

Functions as the councilor, or legal officer of the Bodies. Must be familiar with the *Constitution, Statutes and Bylaws* of the Order.

**Installation Duties:**

Chancellor: You are the Privy Councillor of the Master of Kadosh. Through you, also, he issues his edicts and promulgates his decisions. You are to be the legal adviser of the Consistory, will draft its By-Laws, and see that they contain nothing contrary to the Statutes of the Supreme Council. The Master of Kadosh may, on any matter or question which he or the Consistory is to decide, require your opinion; and through you the Consistory will promulgate its decisions and edicts. You will conduct its correspondence, and maintain its rights under the law, and defend and justify its action wherever the former may be in jeopardy or the latter impeached. It is, therefore, indispensable that you should be thoroughly familiar with the Constitutions, Institutes, Regulations, Statutes, Rituals and Formulas of the Order. You must be familiar, also, with the doctrine and philosophy of the Ancient and Accepted Scottish Rite.

**Fraternal Duties:**

1. Notify the Minister of State in the event that you will be unable to attend a meeting or event and charge him with assuming your station and responsibility.
2. Contact the appointed officers of the Consistory on a regular basis to ensure their attendance at stated meetings, Reunions and other fraternal events.

**Administrative Duties:**

None.