

# El Paso Chapter of Knights Rose Croix

## *Officers' Duties*

### Senior Warden

#### **Bylaws Duties:**

The Senior Warden shall assist the Wise Master in the performance of his duties and shall assume that office in his absence.

#### **Monitor Duties:**

Second in command. Must be acquainted with the *Statutes* of the Supreme Council.  
Responsible for reconciliation of dissensions.

#### **Installation Duties:**

Senior Warden: Your chief functions and duties are to second and assist the Wise Master and, in his absence, possesses his powers.

#### **Fraternal Duties:**

1. In the absence of the Wise Master, preside at all stated meetings, Reunions and fraternal events throughout the year.
2. Notify the Junior Warden in the event that you will be unable to attend a meeting or event and charge him with assuming your station and responsibility.
3. Monitor the needs of each degree team from the 15° to the 18° to evaluate repair or replacement of costumes, props and scenery.
4. Ceremony of Remembrance & Renewal:
  - a. Distribute ceremonial parts to each of the officers participating in the Feast and hold at least one practice prior to the date of the Feast.

#### **Administrative Duties:**

1. Communicate with the Secretary's office on a weekly basis in the absence of the Wise Master.