

## LODGE INSTRUCTION FOR EFFECTIVENESS

L.I.F.E. Training Program – Senior Warden

Name \_\_\_\_\_

### Exercise No. 1 Learning Activity

The first time you put your program plan together, it was almost mechanical. You looked at annual events, dates committed to pre-set Masonic functions, historical events, holidays, etc. Now, we would like you to update this considering their personal side. Find out what the brothers would like and use the information to refine your program plan. Your first activity is to do this update and discuss it with your Lodge Counselor.

Counselor's Initials \_\_\_\_\_

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Let's see what you think. The second activity is to complete the following about a stated meeting and discuss your answers with your Lodge Counselor.

A. The meeting was

Too Long  Too Short  About Right

B. Was some masonry included in this meeting?

Yes  No

C. To your knowledge was the meeting pre-planned?

Yes  No

D. If the Master and Senior Warden were out of town, could you have run this meeting with the pre-knowledge you had?

Yes  No

E. Would an officers meeting have helped?

Yes  No

F. Was the meeting well controlled?

Yes  No

Counselor's Initials \_\_\_\_\_

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Let's see what candidates and newly raised Master Masons think. The third activity is to talk to some of these new brothers about the following and discuss with your Lodge Counselor how you might be able to help or improve these areas.

A. First impression of the lodge.

B. Degrees he received.

C. His involvement after being raised.

Counselor's Initials \_\_\_\_\_

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## Exercise No. 2 Learning Activity

You have a Master Mason's Degree schedule for Thursday, and you have just learned that the only brother who does this lecture is out of town. The first activity is to list the possible sources of help for conferring degrees.

- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_
- D. \_\_\_\_\_

Counselor's Initials \_\_\_\_\_

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The Grand Junior Warden is in town, and you have just learned that he plans to make a visit to your lodge tomorrow night. The second activity is to list possible sources of help to make sure the visit goes well.

- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_
- D. \_\_\_\_\_

Counselor's Initials \_\_\_\_\_

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List the names of the following Grand Lodge officials in your district.

District Deputy Grand Master: \_\_\_\_\_

District Instructor: \_\_\_\_\_

Counselor's Initials \_\_\_\_\_

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## Exercise No. 3 Learning Activity

It has been written in most societies, in one form or another, 'Do unto others as you would have them do unto you'. The first activity is to visit another lodge by yourself and notice how you are treated. Make mental notations of the good points as well as those that made you feel uneasy. Compare these points with how your lodge treats visitors and review this with your Lodge Counselor.

Counselor's Initials \_\_\_\_\_

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We learn by doing, so the second thing we will do for this activity is to participate in an examining committee. Many lodges use the Tiler's Oath during the examination. If so inclined, and you do not know it, you may want to learn the Tiler's Oath. But, do participate in an actual examination, even if you have to visit another lodge to do so.

Counselor's Initials \_\_\_\_\_

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In some of our lodges, it is a long time between visitors. Many of the Brothers do not have an opportunity to serve on an examining committee and don't know how it works. It is also very important that our new Masons know how to serve on an examining committee. The third activity is to demonstrate an examination in your own lodge so members will know what might be expected of them. Use a new Mason, if you can, as a part of the demonstration. This can turn into an extremely interesting 'skit'. Not only do the members learn how to examine visitors, but it will help them when they go to other lodges.

Counselor's Initials \_\_\_\_\_

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A warm smile and a friendly handshake is a good start to almost anything. The last activity is to form, or participate in a greeting committee, to welcome visitors and to act as a 'Host Brother'.

- A. When meeting a visiting brother, find out some personal thing, for example, where he works, where he lives, what his home lodge is, and what Masonic offices he has held.
- B. Introduce him to as many of your lodge brothers as you can before lodge.
- C. Sit with him in lodge or find someone else to sit with him. THIS IS IMPORTANT!
- D. When visitors are introduced, you as 'Host Brother' make the introduction, telling the brethren some of the those personal things you learned earlier.
- E. If he will be in the area for a while, call him and invite him back.

Counselor's Initials \_\_\_\_\_

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## Exercise No. 4 Learning Activity

Personal contact is a way to make people feel a part of the lodge. It is hard to say, "No, I don't want to belong" to someone you know. The first activity is to identify three brothers who have not attended lodge recently and invite them to your next meeting. Off to pick them up and bring them with you. Discuss your results with your Lodge Counselor.

Counselor's Initials\_\_\_\_\_

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If you are away, and you get a letter from family or friends, it makes you feel like you belong. The second activity is to investigate the feelings of the lodge members about a Trestleboard or newsletter. If you have one of these, talk about ways of improving it to make the brothers feel more a part of lodge activities.

Counselor's Initials\_\_\_\_\_

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Why do brothers drop their membership? This is a question we ask ourselves over and over again. The third activity is to contact three brothers who are in danger of being suspended because of non-payment of dues. Discuss with each of them the value of retaining their membership. Discuss with your Lodge Counselor some reasons why you think some people let their membership drop.

Counselor's Initials\_\_\_\_\_

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**Exercise No. 5 Learning Activity**

One of the first things we need in working with candidates is to know, "who they are," and "what is their status." The first activity for this exercise is to develop a list of your lodges' current candidates. Use the Grand Lodge forms or a format that includes, as a minimum, the following:

<b>Name – Phone</b>	<b>Instructor – Phone</b>	<b>Degree Time Limit</b>

Counselor's Initials\_\_\_\_\_

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Instructors are catalysts of our candidates' growth. Sometimes candidates do not get involved because they do not have an instructor readily available. The second activity is to develop a list of instructors. This list should include brothers from your lodge as well as members from any other lodge who would be willing to help.

Counselor's Initials\_\_\_\_\_

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Candidate involvement is the key to continued lodge participation. The third activity is to develop two ideas for involving your candidates in lodge activities. One of these ideas should involve the candidate's wife and family in a social activity. To complete this activity, discuss these ideas with your Lodge Counselor.

Counselor's Initials\_\_\_\_\_

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## Exercise No. 6 Learning Activity

Lets see! How many new Master Masons did we raise last year? Do you remember who they are? The first activity is to make a list of Master Masons who have been raised in your lodge in the last two years.

Counselor's Initials \_\_\_\_\_

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Now that we know who they are, lets see if we can get them involved. The second activity is to design and do a project involving these new Master Masons. Following are some suggested involvements:

### Members of or assist on committees:

- Examining
- Investigation
- Education
- Past Master's Night
- Christmas Party
- Building
- Public Schools Week

### Help and assist:

- At work days
- In the kitchen
- Getting lodge programs
- Welcoming brothers to the Lodge
- Visiting brothers in the hospital

Counselor's Initials \_\_\_\_\_

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We, as Masons, teach through our ritual, and as we are being made Master Masons, we study the ritual for our proficiency exams. We should not stop here. We should help our new Master Masons enjoy more of the beauty of our ritual by helping them to be part of conferring degrees. The third activity is to help one of these new Master Masons to participate in a degree.

Counselor's Initials \_\_\_\_\_

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## Exercise No. 7 Learning Activity

Two of our basic tenets, "Brotherly Love" and "Relief", guide us to become involved with these very important people. Some of us think only a big scale and big support but the little things are important also. The first activity is to discuss with the Lodge Counselor the possibility and benefit of setting up a committee to identify the lodges' Widows and Orphans.

Counselor's Initials\_\_\_\_\_

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Another thing that all of us enjoy is to be include and recognized. The second activity is to plan a social program or activity that includes the Widows and Orphans.

Counselor's Initials\_\_\_\_\_

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A question often asked is, "Who should I go to for help on house repairs or to fix the car?" These seem to be simple things, but often those who are left alone just don't know who to trust. Just having the names of people who could possibly help and whom they can trust would mean a lot. The third activity is to develop or revise a list of people from your lodge or other known Masons who would be willing to help or provide services at a fair rate, for example, handymen, plumbers, mechanics, realtors, accountants, doctors, lawyers etc.

Counselor's Initials\_\_\_\_\_

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### Exercise No. 8 Learning Activity

The position of Senior Warden, Junior Warden and Chaplain are not speaking parts, therefore they can be filled by any available Brother. However, it would be a good idea to identify these brothers prior to needing them. The first activity is to make a list of brethren who are available to attend funerals. Identify those who can serve as officers. By the way, at the graveside service, the Chaplain can follow the written service and be alert to prompt the Funeral Master if necessary. One of the Wardens can hold the casket apron until it is needed and assist the Funeral Master in placing/securing it to the casket.

Counselor's Initials \_\_\_\_\_

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Most all of the items needed for the ceremony were mentioned in the text. The second activity is to use the following checklist to be certain all of the items are available and in good condition.

Holy Bible  
Master's Jewel  
Senior Wardens Jewel  
Junior Wardens Jewel  
Chaplains Jewel  
Lambskin Apron (for casket)  
Cloth Aprons  
Black Arm Bands  
Square and Compasses (for Holy Bible)  
Sign-in Register  
Sprig of Evergreen

Counselor's Initials \_\_\_\_\_

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There are two primary sources of information on Masonic Funerals and Graveside Services, the Monitor of the Lodge and a pamphlet entitled "Masonic Burial Services" published by, and available from Grand Lodge. Obtain a copy of each and familiarize yourself with the types and lengths of the services. The third activity is to list the numbers of different types of services in the above source documents and approximate length for each.

Counselor's Initials \_\_\_\_\_

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The Laws of the Grand Lodge of Texas are the source for determining the legal aspects of a Masonic Funeral. The fourth activity is to list the Article number for the following:

Who is eligible? Art No.

Lodge of Sorrow? Art No.

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Are E.A.'s eligible?

Art No.

Can the W.M. refuse a Masonic funeral service?

Art No.

Widows Certificate?

Art No.

Widows provided for

Art No.

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Exercise Record

Exercise No. 1 – LEADERSHIP

First Activity Completion Date \_\_\_\_\_  
Second Activity Completion Date \_\_\_\_\_  
Third Activity Completion Date \_\_\_\_\_

Exercise No. 2 – GETTING HELP

First Activity Completion Date \_\_\_\_\_  
Second Activity Completion Date \_\_\_\_\_  
Third Activity Completion Date \_\_\_\_\_

Exercise No. 3 – VISITORS

First Activity Completion Date \_\_\_\_\_  
Second Activity Completion Date \_\_\_\_\_  
Third Activity Completion Date \_\_\_\_\_  
Fourth Activity Completion Date \_\_\_\_\_

Exercise No. 4 – MEMBERSHIP

First Activity Completion Date \_\_\_\_\_  
Second Activity Completion Date \_\_\_\_\_  
Third Activity Completion Date \_\_\_\_\_

Exercise No. 5 – CANDIDATES

First Activity Completion Date \_\_\_\_\_  
Second Activity Completion Date \_\_\_\_\_  
Third Activity Completion Date \_\_\_\_\_

Exercise No. 6 – NEW MASTER MASONS

First Activity Completion Date \_\_\_\_\_  
Second Activity Completion Date \_\_\_\_\_  
Third Activity Completion Date \_\_\_\_\_

Exercise No. 7 – WIDOWS AND ORPHANS

First Activity Completion Date \_\_\_\_\_  
Second Activity Completion Date \_\_\_\_\_  
Third Activity Completion Date \_\_\_\_\_

Exercise No. 8 – MASONIC FUNERALS

First Activity Completion Date \_\_\_\_\_  
Second Activity Completion Date \_\_\_\_\_  
Third Activity Completion Date \_\_\_\_\_