

**Letter of Intent
Mary Etta Wright Grand Bethel
International Order of Job's Daughters**

The Bylaws of the Mary Etta Wright Grand Bethel of Pennsylvania of the International Order of Job's Daughters state the following: Any eligible Daughter desiring to be Grand Bethel Honored Queen shall submit to the Mary Etta Wright Grand Bethel Guardian a "Letter of Intent" signed by parent or legal guardian. The Mary Etta Wright Grand Bethel Guardian must receive the signed Letter of Intent two weeks prior to the selection of the Grand Bethel Honored Queen.

Selection of the Grand Bethel Honored Queen shall be by drawing of those eligible members who are present and registered at the Spring Grand Bethel weekend unless unavoidably absent and upon action of the Grand Bethel Committee.

This "Letter of Intent" is to impress upon the Daughter and inform the parents or legal guardians of the Duties and Responsibilities of the Office of Grand Bethel Honored Queen.

The Duties and Responsibilities as outline in the Grand Bethel Bylaws are:

Section 1. The Grand Bethel Honored Queen shall;

- (a) Preside at all meetings of the Grand Bethel.
- (b) Appoint committees approved by the Grand Bethel Committee.
- (c) Encourage Grand Bethel Officers to render whatever assistance possible to Bethels in the Commonwealth.
- (d) Promote the Good of the Order at all times.
- (e) Make a report of her activities at the Annual Meeting of the Grand Bethel.
- (f) Conduct the drawing of the Grand Bethel Officers and Representatives with the assistance of the Grand Bethel Guardian and Grand Bethel Associate Guardian.
- (g) Be the Installing Officer at the next Installation of the Grand Bethel.

Some additional and unwritten responsibilities include:

- 1) Act as a Role Model for all Job's Daughters
- 2) Follow the rules set for the other Grand Bethel Officers
- 3) Memorize your Grand Bethel part
- 4) Serve on the Grand Bethel Committee
- 5) Preside at all Committee Meetings
- 6) Read and become familiar with the Grand Bethel Handbook including the Bylaws
- 7) Visit each Bethel at least once during your term
- 8) Promote Job's Daughters within the Order
- 9) Promote Job's Daughters with its membership retention
- 10) Follow Dress Code and act appropriately at all Job's Daughters functions
- 11) Adhere to deadlines set by the Grand Bethel Guardians and/or Grand Bethel Committee

She should discuss her intention with her parent(s) or legal guardian and have their full support. A letter of intent is required from this daughter and must be signed by both herself and her parents or legal guardian. One copy is to be submitted to the Grand Bethel Guardian at least two weeks prior to the selection of the Grand Bethel Honored Queen. A copy should be kept by the daughter and her parents(s) or legal guardian, as a constant reminder of this commitment.

**Mary Etta Wright Grand Bethel Honored Queen
Letter of Intent**

I believe I meet the requirements for eligibility for Grand Bethel Honored Queen according to the Mary Etta Wright Grand Bethel Bylaws, Article V. I am an Honored Queen or Past Honored Queen of Bethel No. _____ of _____.

Together with my parents, I have read, understand, and have given careful consideration to the duties and responsibilities of the office and it is my intention to fulfill the obligations as outlined above should I be selected as Grand Bethel Honored Queen of the Mary Etta Wright Grand Bethel of Pennsylvania of the International Order of Job's Daughters.

As Grand Bethel Honored Queen, I hope to further advance the Object of the Grand Bethel, which is to:

To unite Job's Daughters of the Commonwealth of Pennsylvania for the purpose of promoting interest, welfare and growth of the International Order of Job's Daughters within the Commonwealth; to keep the interest of these Daughters centered on the principles of the Order. This allows them to assume the responsibility of the Grand Bethel with proper supervision by giving them a further goal to strive for; and to assist in the installation of new Bethels.

I hope to accomplish this by:

I hope to achieve the following goals I have set forth for myself:

Signature of Daughter Dated _____

We are aware of the above responsibilities that will be placed on our daughter should she be selected as Grand Bethel Honored Queen of the Mary Etta Wright Grand Bethel of Pennsylvania of the International Order of Job's Daughters. We feel she is ready for this commitment, and will support and encourage her to fulfill these duties in all ways possible.

Parent/Guardian _____
Parent/Guardian Dated _____