

New Member Installations

The induction of a new member is an important event in any club. You may never get another chance to impress upon this new member the importance of the club in their community, the significance of our International organization, how they can help the club achieve their goals, or how the club can help them become better citizens. Introductory comments often include a brief history of the club and organization as well as the significance of our logo and motto.

The new member should be inducted as soon as possible after being approved for membership. The induction ceremony should be early on the agenda so the new member will feel more a part of the meeting. Present the new member with the membership kit provided by Headquarters. This packet includes a membership certificate, nametag, and lapel pin.

Make the new member induction an event! Ask the new member's sponsor to escort them to the front of the room and introduce the new member.

Ask all club members to rise and join the new member in repeating the Cosmopolitan pledge:

"I hereby pledge my loyalty and friendship to every Cosmopolitan. I agree to abide by the rules of Cosmopolitan International, the _____ Federation, and the _____ Cosmopolitan Club. I promise to incorporate the aims and objectives of Cosmopolitan International into my daily life, so that I may bring credit to my club, my community and Cosmopolitans everywhere."

Officer Installation Ceremony

Club and Federation officers should be formally installed by present or past federation governors or International officers. Lapel pins may be presented to the newly installed officers as well as retiring officers.

Suggested Comments:

It is my pleasure to present the new officers (and Board members) of the _____ (Club or Federation). As I read your names, will the duly elected officers (and Board members) of the (Club or Federation) please come forward and stand in a row facing me.

You have been elected as officers (and Board members) of the (Club or Federation). With this honor goes the responsibility of managing the affairs of this (club or federation), faithful attendance, sincere interest and meaningful participation at board meetings are essential. The general welfare and success of your (club or federation) is your responsibility.

Option 1

It shall be your duty to represent this organization at any public meeting where such representation is desirable. Do you pledge faithful and diligent performance of the office in which you have been elected. If so, say "I Do".

Option 2

Are you willing to accept the office in the (Club or Federation) to which you have been elected, and are you willing to assume the responsibilities thereof? If so, please raise your right and repeat after me.

"I accept the office to which I have been elected and its responsibilities. I reaffirm my adherence to the Cosmopolitan principles and I pledge my honor thereto."

Cosmopolitan International



Invocations and Installations



The Role of the Chaplain

A chaplain (whether clergy or layperson) is an important figure in a Cosmopolitan club and at a federation or an international event. The chaplain's primary duty is to provide an invocation at the opening and/or closing of a meeting, or prior to a meal function. Some club chaplains may perform other duties as requested. These duties may include hospital visitations and assisting Cosmopolitan families in times of difficulty.

The Invocation

The invocation adds dignity and a reflective atmosphere to the meeting. It serves to invoke a sense of unity that binds the membership and promotes dedication to the principles and goals of Cosmopolitan International.

Depending on the occasion and the membership of a club, it is often very appropriate to offer affirmations, reflections, or even a moment of silence rather than a formal invocation.

When a conventional invocation is warranted, it is important to recognize that Cosmopolitans are of many faiths and that the invocation should be in the spirit of unity rather than an opportunity to proselytize.

Traditional Invocation Composition

Traditional invocations to open a meeting generally follow the format below (sample included):

1. Introduction ("Let us give thanks; pause to reflect; still our minds and open our hearts")
2. Salutation ("Dear God; Our Father; Creator and Sustainer")
3. Recognition ("As we come together for this occasion")

4. Gratitude (Acknowledge blessings)
5. Request wisdom and guidance for leaders in performance of duties.
6. Ask Divine assistance in achieving goals and aspirations
7. Petition that blessings be bestowed upon the membership and organization.
8. Solicit for benefits to the members in attendance (that each be inspired and to make their time worthwhile)
9. Entreaty for God's care to be bestowed on any disaster situations at home or abroad.
10. Pray for peace in the world
11. Conclusion ("Amen")

Table blessings and benedictions are generally less structured and often include many of the above elements.

Non-Traditional Invocations

Non-traditional invocations may take on a more personal form and often include inspirational poems, reflections, and words of wisdom from notables through the ages.

Sample Invocations

Heavenly Father, We thank you for the opportunity of meeting together here today in unity, to be of service, and to take action on behalf of our fellow Cosmopolitan members. Please keep us free from any discord so that harmony and peace prevail throughout this session. Please bless these members. May they return to their homes with renewed enthusiasm and dedication to the high principles and goals of our Cosmopolitan organization. We ask for your guidance in all undertakings. Amen.

We have been asked by our fellow Cosmopolitans to guide the destinies of this great organization, whose purpose is to make our communities better places to live. We ask for guidance in our

deliberations, so that all our aims and purposes may be to the strengthening of the work of our organization. Grant us wise judgment, that we may lead the organization ever forward to greater service and achievement. Amen.

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For this food provided for the nourishment of our bodies, we are thankful. For the fellowship of this meeting, we are grateful. Grant us the strength, the knowledge and the desire to improve the quality of life of other human beings. Amen.

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Eternal Spirit, As we install these officers whom we have selected to lead us, we also renew our commitment to the unity, service and action of Cosmopolitan International in order to support them and insure us a successful term of growth and service. Amen.

Sample Benedictions

May the Lord bless you and protect you. May the Lord smile on you and be gracious to you. May the Lord show you His favor and give you His peace. *Numbers 6:22-27*

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An Irish Blessing:

May the road rise to meet you. May the wind be always at your back. May the sun shine warm upon your face, the rains fall soft upon your fields, and until we meet again, may God hold you in the palm of His hand.

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By virtue of the authority vested in me by Cosmopolitan International, I hereby declare you to be the duly installed officers (and Board members) of the (Club or Federation). Congratulations!