

2018-2019

American Legion Auxiliary

Plan of Work for Department of West Virginia

Chaplain

Unit Chaplain

American Legion Auxiliary chaplains express, by word and action, our founding principle of service to God and Country and encourage your unit to celebrate diversity among its people and faiths. Auxiliary chaplains provide spiritual and emotional guidance when needed or requested, always sending dignity and respect to the occasion.

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Programs and Activities

It should be the objective of the chaplain to:

1. Pray for the American Legion Auxiliary, its members and leaders, for success in carrying out our mission.
2. Guide members through prayer experiences that are appropriate for the situation.
3. Act as spiritual ambassador of the unit.

Through bulletins and other means of communication, the chaplain should:

1. Provide and promote emotional and support to The American Legion Family by sending cards emails, prayers, etc., to members throughout the administrative year.
2. Reconnect with the heart of God, **The Master of Might**, and promote our founding fathers' desire to create **One nation under God**.
3. The chaplain is responsible for all invocations, benedictions, and memorial services for deceased members at official meetings.
 - *Conduct the Charter draping service in the Init with the President
 - * Please keep your District/ Department informed of your deceased members.
4. Recommend educational materials that promote a spirit of unity and love.
5. Schedule spiritual, fun events throughout the year that provide fellowship time and Spiritual growth.
6. Offer assistance at the ceremonial retirement of unserviceable flags with your American Legion Family.
7. Organize/assist in preparation of bereavement dinners for members of your American Legion Family (as Needed/ requested).
8. I would encourage you to initiate your own unit prayer book.
9. Please send in prayers and or poetry for the president prayer book to your Department Chaplain.

Unit Prayer Book:

The Unit Prayer book can be your choosing, as far as design and color, get creative. It should include all patriotic holidays, celebrations within your community and your monthly meeting prayers as well. These must be submitted by Thursday of state convention or mailed to your Department Chaplain for judging. (the week before state Convention)

Senior Prayer Book Best Overall 10-150 Cash Award

Senior Prayer Book Best Overall 151 and over Cash Award

Department President's Prayer Book:

Any Unit member is eligible to submit a prayer or poetry for this book and in turn these will all be forwarded to the National Chaplain for the National President's prayer book. These will need to be to the Department Chaplain by May 1,2019 so they may be present at State Convention.

Your **End of year Reports** will be judged and plaques will be presented accordingly:

Patricia Moore Department Traveling Plaque: Unit 10-150 with the best overall end of year report.

Nina Mason Department Traveling Plaque: Unit 151 and over with the best overall end of year report.

All prayers and devotional thoughts must be non-denominational. (Source: guideline for National Chaplain)

Non- Denominational means" not restricted to or associated with a religious denomination."

(Source: www.answers.com/topic/nondenominational)

Additional Resources You Can Use

1. [www. ALAforVeterans.org](http://www.ALAforVeterans.org)
 - A. American Legion Auxiliary Unit Guide Book
 - B. Guidelines for National Chaplain of the American Legion Auxiliary
 - C. National Constitution, Bylaws, and Standing Rules of the American Legion Auxiliary.
2. Auxiliary Chaplains on Face book: WWW.facebook.com/groups/alachaplains

Memorial Services

Each Unit should have in their possession a "Memorial kit" which to conduct a service with. It should consist of the following:

- *Several white flowers (if doing a once a year combined service for all deceased members, enough to have one for each member.)
- *Red flowers for Past Department Presidents
- *Yellow/Gold flowers for Gold Star Mothers
- * Pink flowers for Juniors members (God forbid we should encounter this at any time)
- * A low vase for placement of the flowers
- * Candles, Candleholders and lighter or battery powered candles
- * A White Tablecloth
- * Proper prayers for each occasion
- * Appropriate music
- * At least one Poem

The Chaplain needs a Memorial Chairman and the help of the Unit/District President. A record should be kept of all deceased members. This Service can be conducted with eh charter draping for each individual member and most certainly at the end of the current year for all members lost. Taps may be played if you desire.

The following service is from the Chaplain manual that is available from Emblem Sales"

Any Officers or member other than those designated may be assigned to parts in the memorial service.

Unit President: "We have come to that time set aside in our program, to pay tribute to the memory of those members of the American Legion Auxiliary who have answered the call of our Heavenly Father during the past year. The rich blessing of their lives of Service to God and Country inspire us to rededicate ourselves anew in their memory.

Unit Chaplain: "Many years ago a group of women had a dream. They envisioned the formation of an organization that could render SERVICE to others- and organization to give a hand of love and comfort to the wife, the mother or the orphan of the hero dead and to those in sickness. Those valiant women, with the true spirit and ambition of pioneers, surged forward to great heights and their dreams became a reality, The AMERICAN LEGION AUXILIARY. An organization founded on the sacred principles that there is no rank among us; no distinction as to color, race or creed, but rather the wish, the desire and the firm determination to be of SERVICE to others. As we observe a quiet moment to

pay tribute, by word and song , to the memory of those beloved members whom Our Heavenly Father, in His Infinite wisdom hath called Home; those whose lives have reflected much glory for us; we believe it is a time for rededication our SERVICES and ourselves for 'GOD AND COUNTRY' It is time for remembering that death is not the end, rather it is the beginning of a new life to be loved in the present of our Lord. "As we assume the unfinished tasks of these departed members, may we consecrate that task as a living memorial within ourselves; a firm determination to so live our lives that our priceless heritage, won for us at great a cost, shall be ours to uphold, to defend, to pass along to those who shall follow in our footsteps.

Memorial Chairman: "There comes a time for all of us, when must say goodbye, But Faith and Hope and Love and Trust can never, never die; Although the curtain falls at last, is that a cause to grieve? The future's fairer than the past if only we believe and trust in God's eternal care. So, when the Master calls Let us say that life is still more fair, although the curtain falls. Solo ("You'll Never Walk Alone." Or any appropriate music may be played.)

Unit Chaplain: reads the name of all deceased

Unit Members Deposits **White and Colored** flowers in their memory. If this is **District** the president or any unit member should come forward to place the flowers and light the candle after her unit's names have been read.

Gold Star Mothers:" To those members whose lives had been addended by the sacrifice of War, but who's Loyalty and Devotion to the American Legion Auxiliary, in order that they might be of service to others, has ever been an inspiration, a guiding light to all. We pay homage to their memory." May they live together in Faith and Love and with the Hope Divine Blessing, which is "immortality." Place **(yellow/gold) flowers** for deceased Gold Star Mothers.

Junior Members: "She is not dead- the child of our affection. But gone unto that school Where she no longer needs our poor protection. But day after day we think of what she's doing in those bright realms of air: Year after year, her meager steps pursuing, Behold Her, grown fairer. To those/this Junior member(s), Our Seeds of Destiny, whom we have loved and lost so soon, and who hold in their hands the future of the American Legion Auxiliary, we lovingly place these **(pink) flowers**.

To Our Members: "To the memory of those members, numbering including our Past Unit President who have mourned by the Unit this year, we bow in tribute. To those members units unrecorded but leave vacant chair at their family fireside and whose passing is known to God, we reverently add these **(white/red) flowers**.

Unit Chaplain: "God's Beautiful handwork, the blossoms of Youth and Life are so closely associated with our organization and with our membership, that we leave these flowers knowing that they too, as all material things do, shall wither and die but their fragrance shall linger forever in out memory.

Music ("The Lord's Prayer") or any appropriate music.)

Unit President: "The Chaplain will offer prayer." The President shall give **three** raps of the gavel and the members shall rise.

Unit Chaplain: "Now that they have gone, we can well believe that a voice is saying "Well Done Thou Good and Faithful Servant, Enter Thou into the Joy of Thy Lord." To all of these/this member(s) whose well-won right their (her) vision have helped so largely down through the years to make America great, we solemnly bow our heads in Prayer.

Any appropriate prayer at this time

One rap of the gavel and the members shall be seated.

This would concede your Memorial Service.

Your Chaplain should have prayers ready at this time for these occasions, and place a copy in your history book, dedicated to said member.