



Installation of Squadron Officers Guide

Installation of Squadron Officers

Installing Officer: “Will my installation team come forward”

Installing Officer: “The Sergeant-at-Arms will bring before me the newly Elected officers of Squadron _____

Sergeant-At-Arms: “I present to you the newly elected officers of Squadron ____
Detachment of Vermont, whose eligibility records for membership in the Sons of
The American Legion have been duly checked and approved

(Installing Officer- The Charge)

You have been chosen to fill the various offices of this Squadron. You will, I know, vindicate the trust that has been reposed in you, and fulfill in every way the obligations that trust entails. You will at once familiarize yourselves with the duties of your particular offices, and you will proceed upon those duties in the same spirit of devotion and endeavor that characterized your Father's service in the Great Wars, out of which, came their basis for membership in The American Legion and your own in the Sons of The American Legion.

You must know that the welfare and success of this Squadron depends largely on you; and you must know also that upon your shoulders equally rests the burden of preserving the integrity of the Sons of The American Legion. You must protect and advance its good name before the people of this community, the state and nation. You must exalt in their eyes, you must make them know, as we know, its purposes and its policy. Ever remember the tolerant spirit that animates its members. There is no rank among us, for each serves as an equal of his comrade; and all strive towards the same goal, which is the realization in the life of the Republic of the ideals of Justice, Freedom, Democracy and Loyalty. Always remember that the cardinal purposes of the Sons of The American Legion are the care of the dependents of those who have answered the final call and of those who are now suffering from disease and want; rightful education of the children of our country, and devoted service to the community, state and nation.

You will raise your right hand and repeat after me, giving your name where I give mine.

I _____, do solemnly pledge myself – to perform faithfully and impartially – the duties of the office-in the Sons of The American Legion – I am about to assume – and I further pledge – I am not a member of – and do not subscribe to – the principles of any group opposed – to our form of Government.
You may lower your hands.

(Sgt. At Arms)

Sergeant at Arms, You are the sentinel or outer guard of this Squadron. Be strict in demanding the stranger's passport or membership card. Be ready at all times to assist your Commander. You are the custodian of the flag of our country and of the Squadron standard. Congratulations

(Historian)

Historian, to you is entrusted the recording of all current records of this Squadron. The collection of records of your Veteran's Post, The American Legion Department of Vermont is of historical value, and the keeping of a record of the squadron activities will, through you become of priceless heritage to future generations. Congratulations

(Chaplain)

Chaplain, to you is given the spiritual leadership of this Squadron. You will, I know lend dignity and respect to your office. You should be in close confidence with the Commander and the other officers of this squadron, and should attend all meetings of the squadron. You should be ready upon occasion to take part in the initiation of new members, the dedication of halls, monuments or colors and the funeral services of a Comrade. Congratulations

(Finance Officer)

Finance officer, you are the keeper of the moneys and in you is reposed the financial policy of this squadron. To you is given charge of the year's budget, and to you is given the duty of the payment of all obligations when proper authorization has been given for such payment. Your position is an important one, demanding integrity and honesty, and your election to this office signifies that your comrades have implicit trust in you. Guard well that Trust.

Congratulations

(Adjutant)

Adjutant, you have been chosen to assist your Commander in the wise and effective administration of his office. You will find your duties many and varied. The successful accomplishment of a well-rounded program depends to a great extent on you. Keep an intimate contact with the members of this squadron and maintain the principle of Democracy. Congratulations

(Second Vice Commander)

2nd Vice Commander- into your helpful hands are placed the important responsibilities of assisting the Commander in all of his duties. Particularly should you be interested in the Patriotic observances of all kinds, in developing squadron activities and in the entertainment features which mark all meetings. Help to observe strict tolerance among your members on all political, religious and industrial matters.

You are the Teacher of Freedom

(1st Vice Commander)

1st Vice Commander- to you is given the responsibility of an active co-operation between yourself and the Commander. Particularly you should interest yourself in the Membership of this squadron. You should be assisted by the most active and devoted members. Remember membership is everyone's job. No single factor has so important an influence on the success of this Squadron as membership. You are the teacher of Justice. Congratulations

Installing Officer - (Retiring Commander)

Your Duties as Commander of this Squadron have been completed; yours has been a year marked with earnest endeavor and success to a satisfying degree; yours has been a great privilege and a rich experience. The American Legion and the Sons of The American Legion have observed your faithful and untiring efforts and extend to you their sincere appreciation of the services which you have rendered

Installing Officer - (New Commander)

Commander, To you is entrusted a very sacred duty—that of teaching and protecting the cardinal principles of the Sons of The American Legion throughout the entire Squadron. To you is entrusted the supervision of the duties of all other officers of this Squadron. To you will come the indigent and the distressed and it is your duty to see that no worthy Comrade is turned away without justice. It is your duty to see that Freedom is ever the watchword of those with whom you may come in contact. Loyalty to your squadron, to its membership, and to The American Legion, are requirements which you now assume. You are more than the presiding officer for meetings. You are guided by the constitution and by the decision of the Squadron as a body, yet the responsibility for the failure or success of this year's programs is largely on your shoulders. You must initiate and carry programs through to completion. You must thoroughly familiarize yourself with the policies and traditions of your Squadron and of the Sons of The American Legion. To you I extend the congratulations of The American Legion, and I wish you well as you assume the responsibilities of your office.

Congratulations

Installing Officer -

To the Newly Elected Officers. About Face Gentlemen.

I present to you the officers of your choice. I congratulate you on the selections you have made. Now that you have chosen them to guide the destinies of this Squadron, it is your duty to aid them in every way. Help them keep the Sons of The American Legion a free organization of free men, faithful to its principles and ideals.

This concludes the Installation of Officers for this Squadron_____, of The Detachment of Vermont