

THE NATIONAL HANDBOOK
and
BYLAWS
of
THE ORDER OF
THE DAUGHTERS OF THE KING®



2015 Edition

THE PRAYER OF THE ORDER

O eternal Father, you have sent us your Son to teach us things pertaining to your heavenly Kingdom.

Give your blessing to our Order wherever it may be throughout the world.

Grant that we, your Daughters, ever may discern your truth and bear the cross through the battles of our earthly life.

Give us strength to overcome temptation and the grace to work to spread your Kingdom and to gather your scattered sheep within your fold.

Pour out upon us the sevenfold gift of the Holy Spirit that we may always remember it is your work we are called to do, that all we think, do or say may be pleasing in your sight.

We ask it all For His Sake, our King and Savior, Jesus Christ.

Amen.

THE MOTTO OF THE ORDER

For His Sake . . .

I am but one, but I am one.

I cannot do everything, but I can do something.

What I can do, I ought to do.

What I ought to do, by the grace of God I will do.

Lord, what will you have me do?

THE NATIONAL HANDBOOK
and
BYLAWS
of
THE ORDER OF
THE DAUGHTERS OF THE KING®



2015 Edition

All material contained in *The National Handbook and Bylaws* is the property of The Order of the Daughters of the King[®]. It may be reproduced for use by members of The Order of the Daughters of the King[®]. To use for any other purpose, contact the National Office for permission.

101EN 11.15

The Order of The Daughters of the King[®]

**Margaret J. Franklin Center
101 Weatherstone Drive, Suite 870
Woodstock, GA 30188**

**Phone (770) 517-8552 Fax (770) 517-8066
www.doknational.org**

Table of Contents

Who We Are	1
Mission of the Order	1
Vision Statement	2
Order vs. Organization	2
The Daughter's Rule of Life	3
The Rule of Prayer	3
The Rule of Service.....	4
Evangelism.....	4
Duties and Responsibilities of Membership	6
Are You Called to Become a Daughter of the King?	7
About the Order	9
The Prayer of the Order	9
The Motto of the Order	9
The Colors of the Order.....	10
The Cross of the Order.....	10
The Trademarks of the Order.....	11
Hymn of the Order.....	12
Our Chaplains	13
Website and Publications of the Order	15
Financial Support of the Order	17
The Funds of the Order	17
Self Denial Fund.....	19
Master's Fund	20
Endowment Fund	20
The Alpha Fund.....	21

Summary of Information for Officers	23
Dues.....	23
The Chapter List.....	24
Official DOK Materials	24
How To Start A Daughters Chapter.....	26
Affiliate Chapters	28
Daughters at Large	28
Junior Daughters	30
What Junior Daughters Do	30
What Junior Chapters Do	30
How a Senior Chapter May Assist a Junior Chapter	31
History of the Junior Daughters.....	31
How to Start a Junior Chapter	32
Transitioning from Junior to Senior Daughter	34
International Chapters of the Order	38
How to Start an International Chapter	39
United States of America Daughters Traveling Abroad.....	41
Timeline	42
Prayers and Meditations	60
The Services of the Order	71
The Service of Preparation for Membership.....	72
The Service of Institution of a Senior Chapter	76
The Service of Admission.....	78
The Service of Rededication	82
The Service of Transition	85
The Service of Installation of Officers.....	89
The Service of Installation of a Chaplain	92
Bylaws	95

Who We Are

The Order of the Daughters of the King® is an order for women who are communicants of the Episcopal Church, churches in communion with it, or churches in the historic episcopate but not in communion with it. Today our membership includes women in the Anglican, Episcopal, Lutheran (ELCA) and Roman Catholic churches. The Order was founded in 1885 by Margaret J. Franklin at the Church of the Holy Sepulchre in New York City (now the Church of the Resurrection). Our Anglican tradition includes episcopal oversight, recognizes that Holy Scripture contains all things necessary for salvation, acknowledges the gift of the Holy Spirit in Baptism, the real presence of our Lord in the Holy Eucharist, and worship according to *The Book of Common Prayer*.

Members undertake a Rule of Life, incorporating the Rule of Prayer and the Rule of Service. By reaffirmation of the promises made at Baptism and Confirmation, a Daughter pledges herself to a life-long program of prayer, service and evangelism, dedicated to the spread of Christ's Kingdom and the strengthening of the spiritual life of her parish.

Mission of the Order

The mission of the Order is the extension of Christ's Kingdom through Prayer, Service and Evangelism.

Vision Statement

Empowered by the Holy Spirit, our vision as Daughters of the King is to know Jesus Christ, to make Him known to others, and to become reflections of God's love throughout the world.

Order vs. Organization

The Order of the Daughters of the King[®] is organized as a religious order, although we do not live in an enclosed community. Each Daughter takes a lifetime vow to live by the Rule of the Order. Our Rule of Life requires a spiritual discipline of daily prayer, service and evangelism. Because of our vow, we refer to ourselves as an order, not an organization. Our bylaws prohibit us from raising funds.

The Daughter's Rule of Life

The Rule of Prayer

In the Christian life nothing can be substituted for prayer. It is a Daughter's daily recourse to the source of life and strength. Every member must have a rule of daily prayer. Communication with God must be a growing, deepening relationship with Father, Son and Holy Spirit. Each Daughter's Rule of Prayer should be carefully considered and guarded. It should be prayerfully chosen, reviewed regularly and revised periodically.

Part of the Rule of Prayer is to pray daily:

- For the unity of Christ's church
- For the spread of Christ's Kingdom, especially among women and girls
- For God's blessing upon the members of the Order
- For the spiritual growth of the parish and for the clergy of the parish to which the chapter owes allegiance
- For the grace to follow our Rule and for our own needs

According to the 1891 Constitution of the Order, the original vow of Prayer was this: "Each member pledges to pray daily for the spread of Christ's kingdom among young women, for God's blessing upon all the members of the Order, and for the prosperity of the parish to which her Chapter owes allegiance."

The Rule of Service

Through her Rule of Service, a Daughter daily seeks to do the will of God where she is, remembering Jesus' words, "I tell you the truth, whatever you did for one of the least of these ... you did it for me." Matthew 25:40 (NIV). The Rule of Service is the application of one's baptismal vow, reaffirmed by Confirmation:

- To be Christ's faithful servant in the extension of His Kingdom.
- To regularly take part in the worship, study and work of the church.
- To render at all times aid to the clergy as deemed necessary for the spiritual up-building of the parish.

According to the 1891 Constitution of the Order, the original vow of Service was this: "Each member pledges to make an earnest effort each week to bring at least one young woman within hearing of the gospel of Christ as set forth in the services of the Church, and to offer at all times such aid to the Rector or Minister-in-charge of the parish as he may deem necessary for the furtherance of the work of Christ."

Evangelism

As defined by the Episcopal Church, "Evangelism is the presentation of Jesus Christ in the power of the Holy Spirit in such ways that other persons may be led to believe in Him as Savior and follow Him as Lord within the fellowship of the church."

Each Daughter promises to make a conscientious and constant effort to live out the definition in her life,

doing all she can through her words and deeds to bring others, especially women and girls, into a relationship with Jesus and into the fellowship of the church.

Through evangelism, we try to reach those who do not know the love of Jesus Christ. We make a conscious effort to reach out to those who are new in the community and looking for a church home, to those who are in hospitals, to shut-ins and to those in sorrow or personal trouble. We do all we can to help newcomers experience God's love through the fellowship of the church.

Daughters recognize that our faith is not to be a private faith hidden in our hearts. Our faith is to be lovingly and joyously proclaimed so that Jesus Christ, lifted up in our lives and in our words, might draw all to Him, that all might experience His love and saving grace.

Duties and Responsibilities of Membership

A Daughter will love God and have affection for her neighbors, by the grace of God. She must always remember that her love for Jesus is only real and true when she does in fact love and practice forbearance to her most unlovely neighbors.

A Daughter will pray to Jesus who is her intimate friend. She prays regularly and unceasingly, for prayer is a state of being, not just a physical or verbal position. A Daughter's life is a prayer born or acted out of love, not fear.

A Daughter will serve her King and her service to the King of kings is only accomplished when she serves in and through His family, the Holy church.

To help accomplish this, a Daughter:

- Follows a daily Rule of Life, fulfilling the vows of prayer and service.
- Undertakes a personal program of evangelism through prayer and service, working to bring others to Christ through His church.
- Pays her dues promptly.
- Participates in offerings to the funds of the Order: the ***Self Denial, Master's, Alpha*** and ***Endowment***.
- Attends and participates in regular chapter meetings, Diocesan and Provincial Assemblies and cooperates with other church groups whenever possible.

Are You Called to Become a Daughter of the King?

No special spiritual attributes are needed to become a Daughter of the King – only a sincere desire to draw nearer to God, and to help others do the same. We are a group of Christian women striving to fulfill the promises of our Baptismal Covenant through the adoption of a Rule of Life:

- To continue in the Apostles' teaching and fellowship, in the breaking of bread and in the prayers.
- To persevere in resisting evil, and when we fall into sin, repent and return to the Lord.
- To proclaim by word and example the Good News of God in Christ.
- To seek and serve Christ in all persons, loving your neighbor as yourself.
- To strive for justice and peace among all people and respect the dignity of every human being.

At Confirmation we promise to pray, work, and give for the spread of Christ's Kingdom. Through membership in our Order women are:

- Strengthened through prayer.
- Helped to learn through study.
- Provided community with other Daughters.

We are a group of women living a Rule of Prayer and Service to our neighbors. We are women to whom parishioners can look for love and for help in time of need or loneliness. We seek to walk with God as our guide and try to draw those with whom we come in contact into the church. We are women who work to spread Christ's Kingdom here on earth. We can never

forget that prayer is the foundation from which our service grows.

“Prayer without work is empty words,
Service without prayer is labor lost.”

We find The Order of the Daughters of the King® to be a safe place in a busy world where we can be together and support each other in Christ’s love.

About the Order

The Prayer of the Order

O Eternal Father, you have sent us your Son to teach us things pertaining to your heavenly Kingdom. Give your blessing to our Order wherever it may be throughout the world.

Grant that we, your Daughters, ever may discern your truth and bear the cross through the battles of our earthly life.

Give us strength to overcome temptation and the grace to work to spread your Kingdom and to gather your scattered sheep within your fold.

Pour out upon us the sevenfold gift of the Holy Spirit that we may always remember it is your work we are called to do, that all we think, do or say may be pleasing in your sight.

We ask it all For His Sake, our King and Savior,
Jesus Christ.

Amen.

(Judges 3:10; Isaiah 11:2; Numbers 11:29)

The Motto of the Order

For His Sake...

I am but one, but I am one.

I cannot do everything, but I can do something.

What I can do, I ought to do.

What I ought to do, by the grace of God I will do.

Lord, what will you have me do?

The Colors of the Order

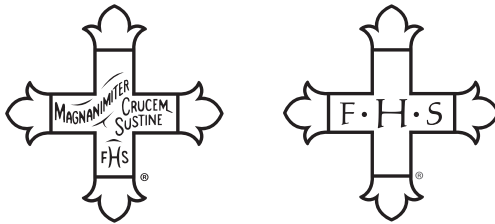
White and Blue

White is for purity and the bright light of truth.

Blue is for the joyful days of the Blessed Virgin Mary.

The Cross of the Order

The cross of the Order was officially adopted in its first Constitution on November 5, 1891. The senior cross of the Order is a modified Greek Fleury Cross inscribed in Latin, "*Magnanimiter Crucem Sustine*," the watchword of the Order, meaning, "With heart, mind and spirit uphold and bear the cross." At the base of the cross are the letters "FHS", initials that stand for the Motto of the Order: "For His Sake."



The Junior cross of the Order is also a modified Greek Fleury Cross with the letters "FHS" inscribed across the horizontal bar. The cross was designed by Rev. Willard Davenport, husband of Mary Davenport, founder of the Junior Daughters. It is worn by Junior members of the Order ages 7-21 years old.

At the Service of Admission, the cross is blessed and entrusted to a Daughter for as long as she remains a member of The Order of the Daughters of the King®. While the cross belongs to the Order, members wear

it as a constant reminder of their vows. It is revered and guarded with care. It is worn as a pendant on a necklace, or as a pin on the left side of her chest, and may not be altered in any way. When a Daughter passes away the cross may be buried with her or placed in the urn, securely attached to a suitable marker, or returned to the National Office. For more information regarding the cross of the Order, please refer to The Cross Policy of The Order of the Daughters of the King® found on the National DOK website under Resources.

The Trademarks of the Order

The name, **The Order of the Daughters of the King®** as well as both the senior and Junior crosses are registered trademarks of the United States. The document, “The Order of the Daughters of the King® Trademark Policies and Procedures” establishes the policies and procedures that govern the use of its registered name and trademarks. Further, the Order maintains a licensing program in order to establish a foundation for promoting and protecting the use of its registered trademarks. For more information regarding the Order’s trademarks, please refer to The Trademark Policies and Procedures found on the National DOK website under Resources.

Hymn of the Order

Lift High the Cross was adopted as the hymn of the Order in 1985 at the 100th Anniversary Celebration. A new hymn was selected because the original hymn adopted in 1915, *Lord Speak to Me*, was not included in *The Hymnal 1982*.

Descant



Lift high the cross, the love of Christ pro - claim

Refrain



Lift high the cross, the love of Christ pro - claim



till all the world a - dore his sa - cred Name.



till all the world a - dore his sa - cred Name.



Led on their way by this tri - um - phant sign,
 Each new - born ser - vant of the Cru - ci - fied
 O Lord, once lift - ed on the glo - rious tree,
 So shall our song of tri - umph ev - er be:

Repeat Refrain



the hosts of God in con - quering ranks com - bine,
 bears on the brow the seal of him who died.
 as thou hast prom - ised, draw the world to thee.
 praise to the Cru - ci - fied for vic - to - ry.

Lift High the Cross.

Words: George W. Kitchin and Michael R. Newbolt

Music: Sydney H. Nicholson

Permission for music and words by Hope Publishing.

Permission for descant by GIA Publications.

Our Chaplains

Our Chaplains are members of the clergy of The Episcopal Church USA, or of clergy in a church in which a Daughters of the King chapter has formed. In addition to the Episcopal Church, there are chapters of the Order in the Roman Catholic Church, the Lutheran (ELCA) Church, and some Anglican churches in North America.

Our bylaws refer to "rector" in several instances, but clergy titles differ, depending on the context. It may be that retired clergy or deacons are more available to serve as chaplains than a priest or pastor in charge of a busy congregation.

The duties and responsibilities are similar for Chapter, Diocesan Assembly, Provincial and National Chaplains although the responsibilities of the chaplain increase from level to level. For more information see *The Chapter Manual* and "A Guide for Diocesan Assembly Chaplains" found on the National DOK website.

Principal Functions of our Chaplains are:

- To advise the president and other officers.
- To offer practical guidance as needed.
- To provide spiritual and liturgical support.
- To interface with other clergy in introducing or explaining the Order.
- To wear the Chaplain's cross when available.
- To pray for the Daughters.

Each Daughter has promised to pray daily for her clergy. She should seek their guidance and support their ministry within the parish.

Website and Publications of the Order

The official website of The Order of the Daughters of the King® is www.doknational.org. It contains a great deal of information and resources for members, as well as information for non-members seeking to learn more about The Order. All official literature of the Order, as well as forms and applications, information regarding the Funds of the Order, a current list of National Council and National Staff members, and much more can be found on the National DOK website.

The Royal Cross is the official publication of the Order. It has been published since 1892. It is another means for sharing news, information and ideas, and is a record of the work our members do for the extension of Christ's Kingdom.

Cross+Links is the official e-newsletter of the Order. Members may sign up through the National DOK website to receive the monthly newsletter.

- Non-members, and members who have been approved for Dues Relief, may subscribe to *The Royal Cross* by filling out *The Royal Cross* Subscription Form available on the National DOK website.
- To report a change of address, use the Change of Address Form available on the National DOK website.
- To report the death of a member or subscriber, use the Transition Form available on the National DOK website.
- To submit material for the "Around the Provinces" section of *The Royal Cross*, use the

Online Submission Form for *The Royal Cross* found on the Communication page of the National DOK website under Resources. *The Royal Cross* Editor reserves the right to determine if materials submitted will be published and retains the right to edit all submissions.

- If a member is not receiving *The Royal Cross* or would like to request additional copies of a past issue, she should contact the National Office.

The National Council provides for the updating and printing of all official literature of the Order. This literature includes but is not limited to: *The National Handbook and Bylaws*, *The National Study Guide*, *The Chapter Manual*, *A Daughter's Book of Services*, *The Junior Daughter Handbook*, *The Junior Directress Manual*, all *Junior Daughter Study Guides*, and the *Spiritual Formation Guide*. Some literature, including the National Handbook and National Study Guide, are available in Spanish and French. All official literature of the Order can be found on the National DOK website under Resources.

Financial Support of the Order

The financial needs of the Order are primarily met through the annual dues paid by each Daughter. This money is used to support the work of the Order at the national, provincial and diocesan assembly levels, and includes the publishing of our national quarterly magazine, *The Royal Cross*. Financial assistance is available for those experiencing temporary difficulty in paying dues.

National Council members, like our leadership at every level, are all volunteers. As a result, we have a low operating budget compared to other non-profit organizations of-similar size. The primary expense at the national level is the support of National Office operations.

The Funds of the Order

Daughters give annually to the four funds of the Order – the Self Denial Fund, the Master’s Fund, the Alpha Fund, and the Endowment Fund. The funds of The Order remind us of our mission - the extension of Christ’s kingdom. This can be accomplished in part by supporting mission work, seminarians, and our younger generation of Daughters, not to mention The Order itself, which – via donations to the Endowment Fund – perpetuates its mission.

Chapters observe the annual ingathering dates for each fund but individual contributions may be made at any time and gifts from those who are not Daughters are always welcomed. Additional donations, made

through the generosity of members and friends, are a great help in funding domestic and international expansion of the Order and our mission. The specific areas for additional donations are identified on the Order’s website under Support Our Mission.

The National DOK website has the most current information for each of the funds including:

- Instructions for making contributions and submitting grant/scholarship applications
- The current national fund chairs’ contact information
- Scholarship and grant eligibility, requirements, application forms, and deadlines
- Contribution forms
- Links for making online contributions to any fund or general needs of the Order

FUND	INGATHERING	SUPPORTS
Self Denial	February 2nd	Mission
Master’s	Pentecost	Seminarians; Ministry Education
Alpha	September 5th	Junior Daughters
Endowment	November 1st	The work of The Order

Group contributions to the funds of the Order should be submitted to the National Office using the current Contribution Form found on the National DOK website.

Memorial and thanksgiving gifts may be given to any of the four funds in memory, honor or thanksgiving for a member of the Order, her family or friends. The name and address of the honoree and the reason for the honor should accompany each gift. This information is then recorded in *The Order's Book of Remembrance, Honor and Thanksgiving*. This book is kept at the National Office and is displayed at the DOK Triennial Assemblies as well as the General Convention of the Episcopal Church. The list of donations made for DOK memorials and for thanksgiving is published in *The Royal Cross* each year.

Self Denial Fund

The Lily Funsten Ward Memorial Fund, known as the "Self Denial Fund," was established by a resolution adopted at the fifth annual convention held in Washington, DC, in 1897. Miss Lily Funsten Ward, a Daughter of the King and a missionary in China, asked that a day be set aside for the celebration of Holy Communion with special intention for the church in China. In compliance with this request, it was resolved that a Self Denial Week be observed every year. At a subsequent convention held at Portland, Oregon, in September 1922, a resolution was adopted setting aside February 2nd, the Feast of the Presentation of Christ in the Temple, as a special day for the ingathering of the Self Denial Fund.

The Self Denial Fund supports missionaries and missions around the world. Self Denial grants support missionaries and mission trips for both senior and Junior Daughters.

Master's Fund

The Master's Fund was established at the Order's National Convention held at Portland, Oregon, in September 1922 as a thank offering to be given at Pentecost (Whitsuntide) in loving commemoration of the coming of the Holy Spirit. Originally Master's Fund scholarships and grants were given to assist Daughters, or other women, to attend a Church Training School for deaconesses to prepare for missionary or other church-related work.

Financial assistance is need-based and available in two forms, Formal Education Scholarships and Continuing Education Grants.

Applicants should refer to the Master's Fund page on the National DOK website for the most current information and instructions for submitting scholarship and grant applications.

Endowment Fund

The Endowment Fund was established at the Triennial Convention held in Washington, DC, in 1928 to further the work of the Order in the extension of Christ's Kingdom. It received further support with a resolution presented at the meeting of the National Council in April 1929.

The resolution read, "That a Cumulative Endowment Fund be inaugurated by the National Council at this session, each member present contributing, such Fund to be a permanent trust fund. It shall be increased by bequests, thank offerings, memorials and other special gifts from persons believing in and

desiring to forward the objectives of the Daughters of the King.”

Contributions may be made to the glory of God in any of the following ways:

Memorials and Thanksgivings: Contributions of at least \$10 may be given by an individual, chapter, diocese or province as a memorial for a Daughter of the King, a family member or a friend; or as a thank offering for healing, birthday, wedding, birth of a child or grandchild; or for any reason.

Bequests: One of the most lasting and loving gifts that can be made to the Order is a bequest. As you plan your estate, prayerfully consider including the Order. Donations to the Endowment Fund are a perpetual gift since the principal remains in the Fund and only the earnings on the principal are available for use as needed.

Lifetime Membership: In 1990 the National Council authorized lump sum payment of Lifetime Memberships. This money is invested and used to offset national, provincial and diocesan assembly dues for lifetime members. A 2012 bylaw amendment (Article III Section 6F) links the amount of a Lifetime Membership to the amount of the annual dues.

All Saints’ Day (November 1st) has been set aside for the ingathering of the Endowment Fund.

The Alpha Fund

Established at the 2009 Triennial Convention, the Alpha Fund is used to develop and support the Junior

Daughter ministry. It provides financial support to Junior Directresses in their efforts to extend Christ's kingdom among young women and girls. Named in honor of the first Junior Chapter, the Alpha Fund is used to begin new Junior chapters, strengthen existing ones and provide assistance for retreats, service projects and activities. The ingathering day for the Alpha Fund is relevant to the Junior ministry, which is often tied to the beginning and end of the school year. Therefore the ingathering day for donations is September 5th in remembrance of the anniversary of Mother Teresa's death. Junior Daughters are encouraged to study her life and work.

Summary of Information for Officers

Dues

Annual dues are due by September 1st of each year. This corresponds with the beginning of The Order's fiscal year. The fiscal year, seen as FY on reports, begins on September 1st and ends on August 31st of the following calendar year. For example, FY15 begins on September 1, 2015 and ends on August 31, 2016.

The primary method of paying dues is online. Members should first log in through the National DOK website and pay their dues using the “Membership Info” or “Securely Renew Your Membership” links in the My Profile section. All Daughters will receive a Dues Invoice in June/July from the National Office. The invoice will be emailed for those who have email, or mailed for those who do not.

If members cannot pay their dues online, then the member may pay with a check mailed in to the National Office with the Individual Dues Payment Form found on the National DOK website. Another option is for the chapter president or the treasurer to collect dues and submit the chapter's dues together (clearly identifying whose dues are included) to the National Office.

A Daughter must be current in her dues in order to receive *The Royal Cross*, be a delegate, or hold or stand for office.

The Chapter List

Every chapter president will receive a semi-annual Chapter List from the National Office with the name, address, phone number, and email address of each of her members. The list will be emailed to the chapter president. If she does not have an email address then the list will be mailed. The Chapter List will also include each member's membership status, such as whether she is a Lifetime or Dues Relief member, or, if she is a senior member, what fiscal year she last paid dues. It will also list the officers of the chapter.

Official DOK Materials

Official DOK materials such as literature, forms, and applications are available on the National DOK website under Resources. To purchase publications, DVDs, brochures, crosses, etc., please go to the DOK Online Store or use the National Order Form found under Store on the National DOK website. A National Order Form is also included in *The Royal Cross*.

Many Forms and Applications can be filled out online and submitted directly to the National Office. When using the downloadable version be sure to fill it out completely and legibly and mail it to the National Office whose address is on the bottom of each form. Below is a partial list of forms and applications:

Application For Senior Membership: This form is used by prospective members to apply for membership in The Order of the Daughters of the King®.

Application For Dues Relief: This form is used on behalf of a Daughter 85 years or older, who is in deteriorating health, to apply for relief of her obligation

to pay dues. It must be signed by her clergy and chapter president, or Diocesan or Provincial president if she is a Daughter at Large.

Application For Reinstatement: This form is used when a Daughter needs to be reinstated after two or more years of not paying her annual dues.

Contribution Form: This form is used when contributing to: The four funds of The Order; crosses for International Daughters; the development of The Order internationally; the general operations of the Order; or dues financial assistance for other Daughters.

Junior Directress Update Form: This form is to be used when a Directress's contact information changes, when there is a change in Directress or when a Junior Chapter becomes inactive.

Officers Form: These forms are used to report to the National Office a change of Chapter, Diocesan Assembly, or Provincial Officers.

The Royal Cross Subscription Form: This form is used to order an annual subscription to *The Royal Cross*.

Transition Form: This form is used to report a: change of name; change of address or contact information; transfer to new chapter; member becoming a Daughter at Large; resignation; or member's death.

A full list of forms can be found on the National DOK website under Resources.

How To Start A Daughters Chapter

To start a chapter, bring together three or more women who are interested in becoming Daughters of the King and obtain the approval of the parish clergy. Once these two things are in place you are ready to move forward. Below are suggested steps for continuing the journey of starting a chapter at your church.

1. Request a Charter Kit either through the National DOK website or by contacting the National Office. The Charter Kit contains *The National Handbook and Bylaws*, a current copy of *The Royal Cross*, contact information for the diocesan assembly or provincial president, the Application for a Senior Charter, and various forms and other information.
2. Obtain a copy of *The Chapter Manual* from the National DOK website or purchase one from the National Office. The Chapter Manual has a great deal of information to help start and maintain a chapter.
3. Contact the diocesan assembly president and ask for guidance and support in setting up an informational meeting, study sessions, and a date for the “Service of Institution of a Senior Chapter and Admission of Members.”
4. Coordinate the date and time of the informational meeting with your clergy.
5. Publicize the meeting on the church’s website, bulletins and Sunday announcements.
6. Hold the informational meeting.
7. Obtain a copy of *The National Handbook and Bylaws*, *The National Study Guide*, and a *Pray Your Way into Their Story*, for each prospective new member from the National DOK website or

purchase from the DOK online store. The person leading the study sessions should obtain a copy of the *Leader's Guide for the National Study Guide*, which is also found on the website and available from the online store. See also the list of "Materials for Senior Study" under Membership on the National DOK website.

8. Once established, post and distribute a notice of scheduled study sessions in your parish newsletter, bulletin, weekly calendar, and website.
9. Hold the "Service of Preparation for Membership."
10. Conduct the study sessions.
11. Coordinate the date for the "Service of Institution of a Senior Chapter and Admission of Members" with the clergy, new Daughters, and the diocesan assembly or provincial president or her representative who will present the Charter to the clergy. The Presenter will also receive the new members' crosses and signed Charter from the National Office.
12. Select a name for the chapter and elect officers.
13. Complete the following paperwork and submit it to the National Office along with payment for the crosses and new member fees (allow up to four weeks to process):
 - Application for a Senior Charter (included in the Charter Kit)
 - Application for Membership for each new member
 - Transition Form or Application for Reinstatement, if applicable
 - One completed National Order Form
 - One form of payment for the total order including shipping fee

Affiliate Chapters

Chapters that form in Churches that retain the historic episcopate but are not in communion with the Episcopal Church at this time may be identified as “affiliate” chapters. These include chapters in the Roman Catholic Church and some Anglican Churches in the United States.

A group of women desiring to form a chapter in one of these churches should follow the steps listed in “How to Form a Chapter,” except that “Province President” should be substituted for “Diocesan President” in steps three, five and twelve.

Before entering the process, the group should confirm with the National Office that their church affiliation is recognized by the Order as being within the historic episcopate.

Where such chapters exist in sufficient numbers, they may form their own diocesan assemblies.

Daughters at Large

Due to life events, Daughters may find themselves in new parishes that do not have a Daughters of the King chapter. When Daughters are too far away to continue their involvement with their home chapter, they can become Daughters at Large (DAL).

Close contact should be maintained with DALs through their diocesan assembly, provincial and National DAL chairs. Daughters in nearby parishes are urged to keep in touch with Daughters at Large.

DALs are invited to assembly and provincial activities and are encouraged to start chapters in their new parishes whenever possible. DALs continue to follow their Rules of Prayer and Service in their new surroundings.

Junior Daughters may also find themselves moving to new parishes that do not have either a Junior or Senior chapter. A Junior Daughter then becomes a Junior Daughter at Large (JDAL). Junior Daughters who graduate high school and have not yet transitioned to senior Daughter status may also become JDALs by contacting the National Daughters at Large Chair so that she may welcome the new JDAL and stay in touch with her.

Junior Daughters

Junior Daughters of the Order are young women and girls from 7 to 21 years of age. Membership is extended to all baptized girls. A Junior chapter is a group of three or more young women and girls who make a promise to pray daily and serve our Lord Jesus Christ. A senior Daughter serves as the Directress of the chapter. Junior Daughters wear the Greek Fleury cross with the initials FHS, For His Sake, as a symbol of their promise of daily prayer and service.

What Junior Daughters Do

- Make a promise of daily prayer and service to our Lord Jesus.
- Make a promise to be Christ's faithful servants and to extend His Love to all People.
- Work to grow in our Christian faith and commitment through fellowship, prayer and Bible study.

What Junior Chapters Do

- Encourage members to grow in their relationship to Jesus Christ through personal and group prayer and Bible study.
- Provide opportunities to serve their church and community.
- Provide a loving and supportive Christian community to strengthen members to love and serve our Lord Jesus Christ.

How a Senior Chapter May Assist a Junior Chapter

There are many ways a senior Chapter can support a Junior Chapter. First and foremost it is important to pray for the Directress and the Juniors. Perhaps even offer to include their prayer needs, as requested, on your chapter's prayer list.

Here are a few other ideas:

- Give guidance and support.
- Include the Junior Directress on your chapter's executive board.
- Plan your yearly calendars together.
- Communicate with the Junior Directress and offer to help facilitate particular studies, activities, or service projects.
- Invite the Directress to give a brief report at chapter meetings.
- Provide financial assistance to the chapter as you are able, or encourage your Directress to seek aid from the church, Diocesan Assembly, or apply for an Alpha Fund grant.
- Help with transportation to and from meetings, retreats, and other gatherings.
- Arrange for a "big sister"/prayer partner for each Junior Daughter, especially for a Junior candidate during the preparation period.
- Offer to mentor a transitioning Junior Daughter.
- Send birthday cards, Christmas cards, or get well cards to the Juniors.

History of the Junior Daughters

In January 1896, Mary Davenport, the wife of the rector of Emmanuel Church, Washington, DC, formed

the first Junior chapter. She chose several girls from her children's guild and started a chapter patterned after the senior Daughters. She called them her "Junior Daughters" and gave them little silver crosses to wear.

They elected officers and learned the Rule of Prayer and the Rule of Service. They checked on absentees of the Sunday School and looked after girls their own age. They also visited the sick and elderly and read to them. After several years, they applied for and received a charter as "Alpha Chapter" of the Junior Daughters of the King.

At the National Convention of 1899 "The Junior Daughters of the King" was officially formed by the Order. By then the example of Emmanuel's Junior Daughters had inspired other senior chapters in the Diocese of Washington to organize more Junior Daughter chapters.

The first National Conference of the Junior Daughters was held at the Fourteenth Convention of the Order in St. Louis, Missouri on October 17, 1916, and was led by the president of the Junior Daughters of the District of Columbia.

How to Start a Junior Chapter

In order to start a Junior chapter, you must:

1. Obtain approval from the clergy of the parish.
2. Identify at least one, but preferably two, Daughters to serve as Junior Directress or co-Directresses. The Directress must be a current member of the Order, or she may serve her three-month preparation period for

membership during the formation of the Junior Chapter.

3. Bring together three or more baptized girls or young women ages 7 to 21.

Once these three things are in place you are ready to move forward. Below are suggested steps for continuing the journey of starting a Junior chapter at your church:

1. Request a Junior Charter Kit either from the National DOK website or by contacting the National Office. The Junior Charter Kit contains a lot of information to help you get started including the Application for a Junior Charter, a *Junior Daughters Handbook*, and contact information for your diocesan and provincial Directresses and presidents.
2. Obtain a copy of the *Junior Directress Manual* either from the National DOK website Resources section or purchase one from the National Office or online store. This Manual contains a great deal of information on how to start, maintain and grow your chapter.
3. Publicize the formation of a Junior Daughter chapter using your parish announcements, newsletter, bulletin, weekly calendar, and website.
4. Hold an interest meeting with the girls and their parents.
5. Obtain Junior Daughters Handbooks and appropriate age Study Guides and a Leader's Guide either from the National DOK website Resources section or purchase the materials from the National Office or online store. See also the list of "Materials for Junior Study" under Membership on the National DOK website.
6. Once established, post and distribute a notice of

- scheduled study sessions in your parish newsletter, bulletin, weekly calendar, and website.
7. Hold “The Service of Preparation for Junior Membership (Candlelight Service).” Coordinate the date with your clergy and senior chapter president.
 8. Conduct the study sessions.
 9. Assist the girls in picking a name for their chapter and electing officers (if appropriate).
 10. Contact the diocesan assembly president or diocesan assembly directress and invite them to “The Service of Institution of a Junior Chapter and Admission of Members.”
 11. Coordinate a date with your clergy, and diocesan assembly president or diocesan assembly directress for the Services of Institution and Admission and publish it.
 12. Complete the following paperwork and submit it to the National Office along with payment for the crosses and new member fees. Please allow four weeks for processing.
 - Application for a Junior Charter (included in the Charter Kit)
 - Application for Junior Membership for each new member
 - One completed National Order Form
 - One form of payment for the total order including shipping fee

Transitioning from Junior to Senior Daughter

After prayerful consideration, a Junior Daughter may join the Order as a senior member when she is 16 years old (see “The Junior Daughter Policies” found in the *Junior Daughter Handbook*). Transitioning is a very personal and often challenging decision. It is

important that she discuss this decision with her Directress, the senior chapter president, and her parents.

Below are steps you and/or your Junior Directress can take to help make this a smooth transition.

1. Assign the Junior Daughter a Senior Daughter Mentor

The mentor will guide the Junior Daughter through the transition process. Information the mentor can provide includes:

- *The National Handbook and Bylaws of The Order of the Daughters of the King®*.
- A list of chapter officers/members with contact information.
- A list of chapter activities including format and dates of meetings.
- Expectations of chapter members.

Things the mentor can do for her include:

- Invite her to senior chapter meetings or help her connect with a church or Daughter's chapter where she will be moving.
- Arrange for or even lead her study sessions.
- Arrange The Service of Transition with the clergy.
- Ensure all paperwork is properly filled out.
- Help the Junior discern if she will become a member of the senior chapter or become a Daughter at Large, which could happen if she goes to college where there is no local senior chapter.
- Stay in touch on a regular basis for prayer and fellowship.

2. Have a Transition Study Period

The Policies for Junior Daughters (found in the *Junior Daughters Handbook*) require a period of study, or discernment, for the transition. The transitioning Junior Daughter, Junior Directress and/or senior chapter president should agree upon which form of study she should take. Options include (each is found on the National DOK website):

- *The Transition Study Guide*
- *The National Study Guide*
- A review of *The National Handbook and Bylaws*

3. Fill Out All Necessary Paperwork and Order a Senior Cross

Current forms are available on the Order's website. All forms and checks should be submitted to the National Office. With help from her mentor or the Junior Directress, the transitioning Junior Daughter must:

- Fill out the Application for Senior Membership checking the box for "Transitioning: from Junior to Senior Daughter." She should also provide her new address if she is moving or going to college.
- Select and pay for her senior cross using the National Order Form, section B.
- Be current in her Junior dues, which can be paid via the National DOK website or by check. She will pay her senior dues the following year.

4. Hold the Service of Transition

The Service of Transition should be arranged by her mentor, Junior Directress, and/or chapter president along with the clergy. Found in *A Daughter's Book of Services* and in both the Junior and senior

Handbooks, this special service is for those Junior Daughters who are to be admitted into the Order as senior members. It is a beautiful service that honors their time as Juniors while making their vows as a senior Daughter.

To review, a transitioning Junior Daughter should:

- Have a mentor
- Have a Transition Study period
- Fill out all paperwork and submit it to the National Office
- Pay for her senior cross and dues, if necessary
- Hold the Service of Transition

International Chapters of the Order

In countries other than the United States, International chapters may be formed in churches of the Anglican Communion, the Roman Catholic Church, churches in communion with the Episcopal Church or churches in the historic episcopate but not in communion with it. International chapters may initially adapt the current US National handbook for their use. When enough chapters have been formed to organize a national assembly, they may develop their own handbook and bylaws patterned after those of The Order of the Daughters of the King[®] and adapted to the discipline and forms of their own church. Annual US membership dues and contributions to the Funds are not required but the chapter and/or its members are encouraged to subscribe to *The Royal Cross*.

All National assemblies, and chapters if unassembled, are required to submit Triennial reports to the US National Office of the Order (including a list of the officers and members of the chapters). An annual report is required if there is a change in Chapter or Assembly leadership, if there is a change in their contact information, or if a cross inventory is held.

International Assemblies are strongly encouraged to maintain a close relationship with The Order of the Daughters of the King[®], to send representatives to the national meetings of the Order, and invite DOK representatives from other countries to their national assemblies. Representatives are welcome to participate in all activities and will have voice but no vote (Art. IV, Sec. 1, Para. D, Subpara. 5). They are encouraged to participate in International Sisterhood discussions.

How to Start an International Chapter

To start an International chapter obtain the approval of the Bishop and clergy in charge of the church or parish and bring together three or more baptized women communicants who are interested in becoming Daughters of the King. Once these two things are in place you are ready to move forward.

Below are suggested steps for continuing the journey of starting a chapter at your church.

1. Contact the US National Office of The Order of the Daughters of the King® for background information and to request an International Charter Kit. The International Charter Kit contains the Application for an International Charter, publications, various forms and other information. The National Office will notify the International Chair and Regional/Country Coordinators, who will assist as needed.
2. Ask the US National Office for guidance in translation of materials if needed.
3. Identify a local leader to coordinate the study sessions. The clergy in charge or his/her designee may need to assist with facilitating these sessions.
4. Hold “The Service of Preparation for Membership.”
5. If possible, provide a copy of *The National Handbook and Bylaws* and *The National Study Guide* for each woman. If this is not possible, they should be available for review by the study participants and maintained by the local leader. An *International Leader’s Guide* accompanies *The National Study Guide* and all materials are available on the National DOK website under

Resources or may be ordered from the US National Office.

6. The new chapter may request a Prayer Partner. The Prayer Partner Chair can match the new chapter with a US Chapter that will pray for them. The Prayer Partner Chapter may donate the cost of the crosses through the International Cross account. Ask the US National Office or Regional/Country Coordinator for help in contacting the Prayer Partner Chair.
7. Meet regularly to complete *The National Study Guide* in order to learn about the Order and prepare for admission. A three-month period of discernment, discovery, and preparation is required for membership in the Order.
8. Determine a date for “The Service of Institution of a Senior Chapter and Admission of Members”, after consultation with the clergy and the Regional/Country Coordinator and the International Chair. If this is the first chapter formed in the country, the International Chair or her designated representative will present the Charter to the presiding clergy, the new members, and the officers to be installed.
9. Choose a name for the chapter and select chapter officers near the end of the preparation period. Prepare a list of participants who have completed the study and obtain written verification of this list from the clergy in charge.
10. Submit the completed “Application for an International Charter” to the US National Office, or, if assembled, to the National Assembly President at least two months prior to the scheduled institution date. An International Cross account is maintained by the US National Office and funds may be available to assist with the cost of crosses.

Contact the US National Office or Regional/Country Coordinator for information.

NOTE: Assembled countries may seek approval from the International Chair to have local vendors produce their crosses.

United States of America Daughters Traveling Abroad

Daughters traveling to another country from the U.S. as short-term missionaries or for other reasons are requested to contact the National Office well ahead of departure. It often happens that the Office or International Chair is looking for someone to hand carry crosses, handbooks or other materials to a responsible person in that country.

If a Daughter expects to visit churches in an area where the Order is not established, she may obtain brochures, and an international charter kit to give to anyone who expresses a serious interest in the Order. Again, allow plenty of lead time. Please let the National Office and International Chair know to whom the brochures and charter kits have been given upon your return, including their contact information.

The National Office staff should be notified of changes within an overseas chapter or assembly. Please keep the office informed.

Timeline

1885 To 2015

The Order of the Daughters of the King®

1885

- Order founded by Margaret J. Franklin on Easter Eve, April 4, at the Church of the Holy Sepulcher, New York, NY (now the Church of the Resurrection), as an outgrowth of a Bible class named Daughters of the King later called the Alpha Chapter.
- Rev. James Oatlands Tuttle Smith, Rector of Holy Sepulcher, named Alpha Chapter Chaplain
- First President, Margaret J. Franklin (1885-1894)
- Affiliated with the Brotherhood of St. Andrew
- Vision: to become a National Order when 50 chapters were established
- Alpha Chapter acted as governing body until National Order was established
- Elizabeth Ryerson, Secretary (1885-1907)

1889

- Rev. Ralph Wood Kenyon named chaplain for Alpha Chapter

1891

- Rev. Ralph Wood Kenyon named National Grand Chaplain, wrote first constitution of the Order

1892

- Fifty chapters formed, National Order established
- First National Council meeting. Constitution adopted (a simple document which included the two Rules of the Order written by members of the Alpha Chapter and the Rev. Ralph W. Kenyon, Chaplain)
- *The Royal Cross* began monthly publication in August; Elizabeth Ryerson, editor (1892-1907)

- Annual dues \$.25; *The Royal Cross* subscription cost an additional \$.50
- Order established in Canada

1893

- First National Convention held in Baltimore, MD
- Mrs. E. J. Warner, Diocese of New York, elected President of Convention; nearly 200 delegates representing 250 chapters attended. The Order's membership was 8,000.
- Order established in Australia

1894

- National Convention held in Baltimore, MD
- Mrs. E. A. Bradley, Diocese of New York, elected President of Order (1894-1907)
- *The Royal Cross* became quarterly publication

1895

- National Convention held in New York, NY
- Canadian National Council formed

1896

- National Convention held in Philadelphia, PA
- Order's membership was 11,697 in 66 Chapters
- Junior Division of the Order was founded at Emmanuel Parish in Washington, DC. Mary (Mrs. Willard C.) Davenport first Chair

1897

- National Convention held in Washington, DC
- Self Denial Fund (Lily Funsten Ward Memorial Fund) established
- The Order relocated from Church of the Resurrection to Church Mission House (Bible House), New York, NY

1898

- National Convention held in New Haven, CT

- Order established in England
- DOK President Bradley donated her home in Catamount, NY to the Order as a place for recreation and renewal

1899

- National Convention held in Atlanta, GA
- The Junior Daughters of the King was officially adopted by the Order during the National Convention
- Miss Charley Warnock, Atlanta, GA, became first Missionary, serving in Wuchang, China (1899-1902)

1900

- National Convention held in Pittsburgh, PA
- Fire destroyed early records and issues of *The Royal Cross*

1901

- National Convention held in San Francisco, CA
- Canadian National Council (1894-1907) had established branches in England, Australia, British West Indies, Danish West Indies, China and Honolulu, HI

1903

- Annette Burke, Richmond, VA, became Missionary to China (1903-1916)

1904

- National Convention held in New Haven, CT
- From 1903-1907 the Order flourished on college campuses; college chapters were under the direction of the bishop of the diocese where colleges existed
- Order began holding National Conventions triennially

1907

- National Convention held in Richmond, VA

- Gertrude (Mrs. Adam) Denmeade, Diocese of Maryland, elected President (1907-1922)
- Order began holding National Convention prior to triennial General Convention of the Episcopal Church
- Order's membership grew to 17,000 women

1910

- National Convention held in Cincinnati, OH
- Telephone installed in National Office

1911

- Order had 883 chapters worldwide with councils in Australia, Canada, England, South America and the United States

1913

- National Convention held in New York, NY
- Constitution revised to 5 women needed to form Chapter; representation established as one voting delegate from each diocese and each chapter; National Council structure established, size set at 15 members

1916

- National Convention held in St. Louis, MO
- First National Conference for Junior Daughters held during the National Convention
- Deaconess Emily Ridgely, Missionary, began serving in China

1917

- Order incorporated
- Order established in the Panama Canal Zone
- Junior Daughters' column in each issue of *The Royal Cross*
- Promotional literature compiled for clergy, "*A Valuable Aid to Every Rector*," and "*How to Help and Why to Help The Order of the Daughters of the King*[®]"

1919

- National Convention held in Detroit, MI
- Invitations issued to councils in Canada and England to attend convention
- Office Manager position established; Constitution revised to state that General Secretary/Office Manager would not be a member of the National Council
- Proposal to raise annual dues to \$.75 per member, which included a subscription to *The Royal Cross*
- President and treasurer to be elected by National Convention delegates; National Council would fill vacancies
- Mary (Mrs. Willard C.) Davenport, founder of Junior Daughters, honored and named “Mother of the Junior Order”

1922

- National Convention held in Portland, OR
- Jane Washington (Mrs. Felix) Ewing, Diocese of Tennessee, elected President (1922-1923)
- Constitutional revisions on officers included three-year terms and only two successive terms, except that treasurer could be elected for more than two terms
- Self Denial Fund adopted February 2, the Feast of the Presentation of Christ in the Temple, as the day of ingathering
- Mission field in China added second “field worker”
- Master’s Fund established
- Provincial representation appointed to National Council
- *The Royal Cross* published by Sewanee Press, Sewanee, TN

1923

- Helen Townsend (Mrs. A. A.) Birney, Diocese of Washington, became President (1923-1928)
- National Council established provincial organization and guidelines for Bishop’s Chapters

1925

- National Convention held in New Orleans, LA
- National Council established office of Recording Secretary
- Barbara Horn named National Office Corresponding Secretary
- National Office moved to 150 5th Avenue, New York, NY
- Junior Daughters Chairwoman appointed to National Council

1927

- The following National Council standing committees were established:

National Day of Prayer	Finance
The Master's Fund	Summer Conferences
Junior Work	Literature
Extension Work	Bishop's Chapters
Manual of Prayers	Publicity
Commission on Cooperation	
Brotherhood of St. Andrew (liaison)	
- Study Guide lesson outline written
- Reports of Chapters to Diocese, Dioceses to Province, Provinces to National Council established
- Edna Penniman named National Office Corresponding Secretary

1928

- National Convention held in Washington, DC
- Rose Johnson (Mrs. George) Ames, Diocese of Central New York, elected President. Remained in office during the Great Depression (1928-1934)
- Activities streamlined; Daughters work dovetailed with Women's Auxiliary
- Endowment Fund established

1931

- National Convention held in Denver, CO

- Coral Clark began mission work in Wuchang, China, as a faculty member of Hua Chung College
- Margaret J. Franklin, founder, died on January 19

1932

- Margaret J. Franklin's gold cross was given to the Order to be worn by all succeeding National Presidents. The cross is inscribed, "In memory of Margaret J. Franklin, founder and first President of The Order of the Daughters of the King." (This cross is presented to each new President when she is installed.)

1933

- Daughters had exhibit in the Hall of Religion at Chicago Exposition
- Order established in Japan

1934

- National Convention held in Atlantic City, NJ
- Ada (Mrs. W. J.) Loaring-Clark, Diocese of Tennessee, elected President, also served as editor of *The Royal Cross* (1934-1936)
- Gertrude Selzer began serving as missionary in China
- Order's membership numbered 5,385 in 388 chapters

1935

- 50th Anniversary celebration gave spark to all endeavors of the Order in 1935-1936

1936

- Ada Loaring-Clark died in office and Martha Palmer Kimball, First Vice President, succeeded to Presidency

1937

- National Convention held in Cincinnati, OH
- Martha Palmer Kimball, Diocese of Ohio, elected President (1937-1940)

- Extension secretaries visit around the country (c1937-1940)
- Daughters in California provided a chapel trailer for the Diocese of Los Angeles
- Daughters were falling “outside the fold”; Daughters not in chapters needed to be recognized
- Alice Berdell (Mrs. W. W.) Pedder, First Vice President, became *The Royal Cross* editor, relieving Dr. W. J. Loaring-Clark, who had assumed the duties of *The Royal Cross* editor at the death of his wife, Ada Loaring-Clark
- Elda Joyce Smith became missionary in China

1940

- National Convention held in Kansas City, MO
- Daughters at Large established
- Alice K. Rennie, secretary at the National Office
- Alice Berdell (Mrs. W. W.) Pedder, Diocese of Los Angeles, elected President (1940-1946), served for 6 years because the General Convention and National Convention were canceled in 1943
- Junior Daughters established in China and Philippines
- War in Asia ends missionary work in China

1943

- General Convention and National Convention were canceled due to WWII and fuel rationing

1946

- National Convention held in Philadelphia, PA
- Constance (Mrs. Thomas J.) Shannon, Diocese of Connecticut, elected President (1946-1949) and also served as editor of *The Royal Cross* until March 1959
- Elda Smith, a missionary supported by the Self Denial Fund, moved from China to serve in Honolulu, HI
- Miss Carmen Wolff began serving as missionary in China

1948

- National Office moved twice during the year: from the Methodist Bible House, 150-5th Ave., and from the Russell Sage Foundation, 130 E. 22nd St., New York, NY, to Metropolis Building, 31 Union Square West, New York, NY

1949

- National Convention held in San Francisco, CA
- Lillian Janet Soper, Diocese of Washington, elected President (1949-1955)

1950

- Carmen Wolff, Missionary, relocated from China to Brazil

1952

- National Convention held in Hartford, CT

1954

- Elizabeth Daniel, Missionary, began serving in Brazil with Carmen Wolff

1955

- National Convention held in Cleveland, OH
- Jessie (Mrs. E. J.) Tomenendal, Diocese of Chicago, elected President (1955-1958)
- Elda Smith, Missionary, left missionary work and entered the Community of the Transfiguration Convent in Ohio
- Order's membership was 6,456 in 339 chapters in 60 dioceses
- Endowment Fund reaches \$18,000

1958

- National Convention held in Miami, FL
- May Louise (Mrs. Raymond A.) Dayton, Diocese of Washington, elected President (1958-1961)

- Home-study course for membership preparation introduced

1960

- 75 Year Diamond Jubilee Celebration
- Order's Senior membership was 6,584 in 372 chapters in 64 dioceses; Junior members neared 1,000 in 65 chapters in 27 dioceses

1961

- National Convention held in Detroit, MI
- Sara (Mrs. James Lyle) Cassidy, Diocese of Chicago, elected President (March 1961-1967) after she succeeded May Louise (Mrs. Raymond A.) Dayton, who died in office

1963

- The Very Reverend Edward L. Merrow became the first official Chaplain to National Council
- National Office moved to Episcopal Church Center, 815 Second Ave., New York City, NY

1967

- National Convention held in Seattle, WA
- Laura (Mrs. Edward D.) Smith, Diocese of Atlanta, elected President (1967-1970)

1970

- National Convention held in Houston, TX
- Hattie K. Bunting, Diocese of Pennsylvania, elected President (1970-1976)

1971

- National Handbook revised
- President's plaque established

1973

- National Convention held in Louisville, KY

- Patricia Powers began mission work in Brazil

1976

- National Convention held in Minneapolis, MN
- Ordination of women passed at General Convention
- Barbara (Mrs. Ivan E). Merrick, Diocese of Olympia, elected President (1976-1979)
- National Constitution revised; National Council members limited to three consecutive terms

1977

- Special fund set up for missionaries

1979

- National Convention held in Denver, CO
- Louise (Mrs. Carl) Johnson, Diocese of Los Angeles, elected President (1979-1982)
- Elizabeth Daniel, Missionary, celebrated 25th anniversary in mission service
- Patricia Powers graduated summa cum laude from college, commissioned as a missionary
- Jean Humphrey became National Office Administrator
- Order established in Baguio City, Philippines
- Order established in Rio de Janeiro, Brazil
- Order affiliated with PEWSACTION and Anglican Fellowship of Prayer

1981

- National Office relocated from New York, NY to St. Luke's Episcopal Church, Atlanta, GA

1982

- National Convention held in New Orleans, LA
- Geraldine "Gerl" (Mrs. John C.) Herren, Diocese of Rio Grande, elected President (1982-1985)
- Order added 2,000 new members and over 135 chapters during this triennium

- Order established in Paris, France, at Holy Trinity Cathedral
- Ellen Ripley, National Office administrator, had two staff members, Katherine Wolf and Jane Girardeau.
- First computer system purchased for National Office
- Automobile provided for missionaries in Brazil
- Order affiliated with Council of Women's Ministries
- Tracey Southerland was administrative officer

1985

- National Convention held in Anaheim, CA.
- Ethel Boyle (Mrs. Henry) Ripley, Diocese of South Carolina, elected President (1985-1988)
- *Lift High the Cross* adopted as official hymn of the Order (*Lord, Speak to Me* was not included in 1982 Hymnal)
- National dues increased to \$8.00; *History of the Order* released

1986

- First Affiliate Chapter formed in the Roman Catholic Church, Ashland, KY
- Patricia Powers, Missionary, ordained to priesthood
- Twelve Question Study Guide was developed

1988

- National Convention held in Detroit, MI
- Anne "Whitty" Bohmer (Mrs. Hunter) Isaacs, Diocese of Alabama, elected President (1988-1991)
- Procedures Manual included job descriptions of National Council members
- National Bylaws revised with information for Affiliate Chapters
- National dues were increased to \$15

1990

- National Council authorized option of Lifetime Membership with one-time dues payment of \$500

- Linda Patterson joined staff; promoted to Office Administrator
- Order's membership was 7,800
- Esther Miller, Missionary in Zaire, awarded grant from Self Denial Fund
- Dues notices for 1990-1991 billed directly to each Daughter
- National Office relocated to Tucker, GA, in November

1991

- National Convention held in Phoenix, AZ
- Elizabeth Hart, Diocese of Los Angeles, elected President (1991-1994)
- Daughters established in Uganda, Alaska, and Pine Ridge, SD
- Elizabeth Daniel, Missionary in Brazil, retired after 37 years of mission service
- Fax machine purchased for National Office

1992

- Self Denial Fund began grant for shared ministry with Lakota Dakota missions, Pine Ridge, SD

1993

- National Office relocated to Marietta, GA

1994

- National Convention held in Brown County, IN
- Laurie Ann (Mrs. Ronald) Herman, Diocese of Western Michigan, elected President (1994-1997)
- Junior Daughters Handbook revised during this triennium
- International Chair, to oversee and set policy for international growth, appointed to National Council
- Order established in Cuba

1995

- National Office relocated to Kennesaw, GA, home of Linda Patterson, Office Administrator
- National Council adopted policy for criteria for financial investments for the Funds of the Order. Endowment Fund reached \$95,000

1996

- National Council authorized production of “*Women of Courage*,” a 20-minute public relations video produced by Arden Moser, to be available by 1997 Triennial Assembly
- National Council endorsed “*International Work in Uganda*” video for publicity use
- Lifetime Membership dues account becomes part of the Endowment Fund
- National Twelve-Question Study Guide translated into Spanish
- Order established in Honduras

1997

- National Convention held in Philadelphia, PA
- Sue Zahn (Mrs. Lowell D.) Schlanbusch, Diocese of Michigan, elected President (1997-2000)
- Strategic Planning Committee appointed in response to phenomenal growth in the Order
- Linda Patterson promoted to Executive Director
- Endowment Fund adopted All Saints’ Day, November 1, as ingathering day
- National Council authorized an International Cross, emblem of the Order, to be made in pewter
- Self Denial Fund granted over \$50,000

1999

- Fifty new chapters chartered in first quarter
- Order’s membership was 18,000
- Endowment Fund was more than \$300,000
- Daughters of the King assembled in Brazil
- First chapter in Nigeria and Ghana was instituted

- Site selection and loan from Endowment Fund for purchase of the National Office was approved by National Council

2000

- National Office purchased in Woodstock, GA
- National Convention held in Denver, CO
- Joan Lewis (Mrs. Jacob Victor) Millard, Diocese of Lexington, elected President (2000-2003)
- National Office blessed and dedicated as the Margaret J. Franklin Center, October 21

2001

- Linda L. Van became Director of Operations in the National Office

2003

- National Convention held in Minneapolis, MN
- Sharon (Mrs. Richard) Lundgren, Diocese of Texas, elected President (2003-2006)
- Annual Dues increased to \$35 for Seniors, \$15 for Juniors and \$700 for Lifetime Membership
- First Kenyan chapter formed at Berea Theological College

2004

- Instituted dues collection via chapter presidents
- First chapter in Okinawa, Japan since World War II instituted
- First chapter in Germany was instituted

2005

- President Sharon Lundgren spoke at Christ Church Jerusalem, offering DOK to the first Anglican church in the Holy Land (1849)
- Model for "*Companions on the Way*" approved by the National Council
- Daughters of the King assembled in the Virgin Islands

2006

- National Convention held in Orlando, FL
- Delegates from Anglican and Roman Catholic chapters were seated with voice and vote
- Joan Dalrymple (Mrs. George), Diocese of Colorado, elected President (2006-2009)
- More than 200 new chapters instituted in this Triennium
- First chapter in Trinidad and Tobago was instituted
- 17 new Anglican chapters instituted, 5 new chapters in Cuba
- Historic meeting and Eucharist shared with the Brotherhood of St. Andrew at Triennial
- Daughters in Malawi held their first Triennial
- Mary Fletcher became National Office Administrator

2007

- Fifteen Kenyan chapters chartered together
- Hijas del Rey assembled in the Dominican Republic
- Junior Daughter Handbook revised
- Junior Daughter Study Guide approved

2008

- A National Junior Directresses Retreat was held at St. Christopher's Retreat Center, John's Island, SC

2009

- National Convention held in Anaheim, CA
- Grace Sears, Diocese of Lexington, elected President (2009-2012)
- Alpha Fund approved to support the Junior Daughter ministry
- The Rev. Susan Q. Claytor appointed first National Junior Daughters chaplain

2010

- Filles du Roi assembled in Haiti Nov. 13 at Paroisse Ascension

- First chapter in India instituted Nov. 25 at St. Michael's Church in Durgapur

2011

- *Cross+Links*, a national e-newsletter, began
- First chapter in Israel instituted Sept. 11 at Christ Church, Jerusalem
- A National Junior Directresses Retreat was held at St. Christopher's Retreat Center, John's Island, SC
- A Junior Directress Manual was approved
- New Junior Daughter Study Guides and Leader's Guide approved

2012

- National Convention held in Indianapolis, IN
- Pamela Runyon, Diocese of Western North Carolina, elected President (2012-2015)
- A \$5 dues increase was approved for Diocesan Assembly support
- Policies governing the Endowment Fund and Operating Fund Surplus were approved
- Daughters of the King assembled in Honduras
- The Rt. Rev. William J. Skilton appointed first International chaplain

2013

- Lifetime Membership dues increased to \$800
- Produced an International DVD
- Chapters in Panama and Spain were instituted

2014

- First chapter in Colombia was instituted
- First chapter in Guatemala was instituted
- A National Junior Directresses Retreat was held at Camp Allen Conference and Retreat Center, Navasota, TX
- The Chapter Manual was revised

- A new membership software and National DOK website was implemented

2015

- National Convention held in Midway, Utah
- Susan O'Brien, Diocese of Chicago, elected President (2015-2018)
- First chapter in Mexico was instituted
- First three chapters in Ecuador were instituted
- Dues for 2015-2016 invoiced directly to each Daughter

Prayers and Meditations

Only prayers relating to the Order are included here. Daughters are encouraged to use suitable collections of prayers, the prayer page on the DOK National website and The Book of Common Prayer for other appropriate collects and prayers. Chapters should promote the study of prayer and the forms of prayer.

Prayer is so simple.

It is like quietly opening a door and slipping into the very presence of God.

There in the stillness we can listen to His voice or even petition.

What we have to say matters not;

Just to be there

in His presence

is prayer.

HELP US TO PRAY

Almighty God, help us to pray so faithfully that we may draw near to you and learn your will. Help us to serve so joyfully that others may be drawn to you. May your Holy Spirit guide us each day, that all we think, do, or say may be acceptable to you. We ask all for the sake of Him whose cross we wear, our Savior, Jesus Christ. AMEN.

Almighty and everlasting God, in whom we live and move and have our being, we here dedicate our whole being to you and your service in faith and joy and love. In this dedication we pray that you will confirm and strengthen us, O merciful God, that as we grow in age we may grow in grace and in the

knowledge of our King, Jesus Christ, our Lord and Savior. AMEN.

A MORNING PRAYER

O blessed Jesus, whom to know is everlasting life and who did walk through the lanes and fields of Galilee with your disciples, go forth with us this day as we go about our tasks and duties. Go before us in welcome, be with us in fellowship along the way and as we pass by, remain in the hearts of those we touch, for you are the beginning and the end, the same yesterday, today and forever, our Lord and Savior. AMEN.

FOR THE LIFE OF PRAYER

O God of peace, you have taught us that in returning and rest we shall be saved and in quiet and confidence shall be our strength; we pray that by the might of your spirit you will lift us to your presence where we may be still and know that you are God. AMEN.

FOR FAITHFULNESS IN SERVICE

O Lord, Jesus Christ, head of the mystical body of the church of which we are members, cleanse our eyes to see you, quicken our ears to hear you, open our lips to show forth your praise, give our hands skill to do your bidding, and make our feet swift to go where you guide, that your Kingdom may come and your will be done on earth as it is in heaven, all for your dear sake. AMEN.

FOR EVANGELISM

O Lord, lead us, teach us and help us to make a constant effort in our own lives to present Jesus Christ

in the power of the Holy Spirit in such ways that other persons may be led to believe in Him as Savior and follow Him as Lord within the fellowship of the Church. AMEN.

FOR MORAL COURAGE

Heavenly Father, you know the weakness and cowardliness of my heart. You know how much I care for the opinion of others. Help me, I beseech you, to care more for what is well pleasing in your sight. Make me strong and courageous that I may never be afraid to do my duty. Give me grace and courage to speak when and as I should. Let me never shrink from my duty through the fear of others. Let the love of Jesus fill my heart that in His strength I may be strong. Give me the constant guidance and assistance of the Holy Spirit. I ask all in the name and for the sake of your dear Son, Jesus Christ. AMEN.

FOR THANKSGIVING

Heavenly Father, from whose hand comes every good and perfect gift, we give thanks for your kindness to us and to all people. With grateful hearts we praise you for the gift of life, health and strength, for our vocation to prayer and service and for the opportunity each day of ministering in Christ's name and for making His way known throughout the world. Enable us to express our thanksgiving by a rededication of ourselves to the advancement of your glory, the up-building of your church and the extension of your Kingdom. We ask in Christ's name. AMEN.

O Lord Jesus, who in your tender and great humility came down from heaven to be born of a woman, help the Daughters of the King to follow the example of your blessed mother. Help us to be strong in spirit, modest and gentle in conduct, truthful, unselfish and obedient to your Holy will, that, radiant with your love, we may win many to you and be blessed by you, to whom with the Father and Holy Spirit be praise and glory forever. AMEN.

FOR DAUGHTERS AT LARGE

O Eternal Father, through Your Holy Spirit You unite us as Daughters wherever we may be throughout the world. We live in a place of gratitude for this sisterhood and pray Your grace and blessings for all Daughters at Large whose sense of connectedness is sometimes difficult. Whatever their circumstances, O Lord, make Your presence known and strengthen them in their prayer and loving service. Keep us all mindful of their needs as we uphold them to Your Light. In Your Holy Name, Jesus Christ, we offer our prayer. AMEN.

FOR A JUNIOR DIRECTRESS

Almighty God we thank you for our Junior Directress, whose devotion to you leads her in this call to follow you. May you fill her with grace and love to do the work you have given her to do. Enfold and enrich her in her relationship with you, O Lord, that she be filled with your wisdom, compassion, love, hope, understanding and patience so that she can be a daily reflection of you to those you have entrusted to her. This we pray in the blessed name of our Lord and Savior, Jesus Christ. AMEN.

FOR JUNIOR DAUGHTERS

Most merciful Father, you have entrusted us with the well-being, guidance and leadership of these your Junior Daughters. Grant us, we pray you, the vision to guide them by our example in the way you will have them go. Help their lives to be a reflection of your Holy Spirit, give them the strength to resist temptation and to meet with grace and dignity the challenges they will face in their daily lives. Equip them with the necessary tools to go out into the world and spread your love. Let your church be for them a safe harbor, a place of refuge and renewal. Bless them with the gift of a willing and compassionate heart for all your people. We ask this all For His Sake and in the blessed name of our King and Savior, Jesus Christ. AMEN.

FOR INTERNATIONAL DAUGHTERS

Holy Creator God, who fills the earth with abundance and a richness of love and beauty, we lift our voices to you in prayer and thanksgiving for the gift of International Daughters. Bless their journeys, their stories and their families as they continue to grow in your grace and the power of your Spirit. Shield and protect these Daughters who live a bold faith, persevering through all challenges, shining the Light of Christ in all that they do. Continue to bless their faith and empower their service.

Uplift our International Daughters who delight in life's Holy dance and who spread your love and joy to the far reaches of the earth. Grant them knowledge of your presence in and through all circumstances. May we always be attentive to their needs by our prayer and support and, that you may be glorified in every

language across every nation, we pray your mercy and compassion upon us all. AMEN.

FOR ABSENT MEMBERS

Blessed Lord Jesus, we commend to your loving care and protection all those who are unable to be with us. Grant, we pray, that in our common nearness to you we may realize our fellowship with one another. Keep them mindful to pray for us as we pray for them, so that we may all labor effectively for the advancement of your Kingdom, O Lord, who lives and reigns with the Father and the Holy Spirit, one God, world without end. AMEN.

FOR MEMBERS WHO ARE ILL

O God, the strength of the weak, the hope of all who suffer and the source of all healing, mercifully accept our intercession for N, our sister in Christ. In Your great compassion, embrace her with Your healing Light, bringing her to health and wholeness, that in her recovery Your Name be glorified. AMEN.

FOR HEALING

Our Heavenly Father, by whose loving kindness and mercy our souls and bodies are renewed, look upon Your children for whom we pray. Though You know their needs before we ask, we bring to Your altar those who are confused or afraid, as we ask You to walk with them through their fear; those who face physical suffering, as we ask You to give them peace in their enduring; those whose hearts are burdened we ask You to lift the pall of darkness. For those who are lonely may we so companion; for those who

grieve may we offer Your comfort by our presence and care.

Renew the strength of those who care for the sick in body, mind or spirit, that their ministry of love might reflect Your glory and promise. Heal our infirmities as is best for us that Your will be made manifest. For in You fullness of life is realized and we will endeavor to serve in gratitude For His Sake, our King and Savior, Jesus Christ. AMEN.

FOR A DAUGHTER WHO HAS DIED

Dear Heavenly Father, we bless You for all those who have departed this life in Your faith and fear, especially Your Daughter, our sister, N. Through her loving service to others and the Order and her way of prayerful living she endeavored to perfect Your will in her life. May her deep faith be an inspiration to all and so illumine the hearts of women and girls to find You along their earthly pilgrimage. Grant that the light of Your presence and Your eternal peace be her great and everlasting reward. AMEN.

FOR OUR PARISH

Almighty and everlasting God, ruler of all things in heaven and earth, hear our prayer for this parish family; strengthen the faithful, arouse the careless, restore the penitent. Impart a passion for the accomplishment of your will and purpose. Grant to our parish all things necessary for our common life and inspire us to pray and labor diligently for the extension of your Kingdom, through Jesus Christ our Lord. AMEN.

FOR OUR MISSIONARIES

Almighty and everlasting God who governs all things in heaven and earth, we commend to your fatherly care all whom you have called to take part in the missionary work of your church. We pray that you will watch over all missionaries. Defend them from all dangers of soul and body, give your angels charge concerning them and let your Holy Spirit rule in their hearts and prosper their work to the glory of your Holy Name, through Jesus Christ our Lord. AMEN.

FOR THE NATIONAL COUNCIL

Heavenly Father, bless the members of our National Council as they strive to perform their responsibilities to the Order. We pray believing that the sense of your presence will strengthen them for the tasks and decisions placed before them. They acknowledge you as the Master of their lives.

Take their lips and speak through them, take their hearts and set them afire to do your will, and take their hands to serve wherever called in His Name and For His Sake. AMEN.

FOR THE SELF DENIAL FUND

O God, who summons the church and her faithful to be the messenger of Your Gospel, receive the gifts of Your Daughters to hasten Your message of Love to the ends of the earth. Open our hearts and enable our service to reflect Your glory, awakening the light of Your presence in the lives of others. In Your name, our Lord and King, Jesus Christ, we offer ourselves and our petitions. AMEN.

FOR THE MASTER'S FUND

O heavenly Father, bless the prayers and the gifts we receive for the furtherance of Your kingdom. Give both the giver, and the receiver of the gift, wisdom and guidance to listen for Your will in their lives. By Your grace, empower and prepare Your servants for the work You give them to do. As they grow in the knowledge of You and Your Word, fill them with Your peace and love and joy and send them forth to meet the needs of a wanting world. May their work proclaim Your goodness, build Your kingdom, and be a blessing to all. For His Sake. AMEN.

FOR THE ENDOWMENT FUND

Almighty God, giver of all gifts, we thank You for the generous giving to the Endowment Fund in loving remembrance, honor, and thanksgiving by members and friends of The Order. Guide us in the wise use of these funds, calling us to be ever mindful of those who will follow after us that, in good stewardship of Your abundance, our work will glorify You and bless Your creation. In Jesus' Name we pray. AMEN.

FOR THE ALPHA FUND

O Lord Jesus, You said that when we welcome Your children, we welcome You. Assist us in our work of guiding and safeguarding Your children. May we learn from them the joy of being, the trust of what is real and purity of heart with which they see You. May we be strong companions for all Junior Daughters as they step into their truth and the future of The Order. For His Sake we pray together to prepare them for the journey. AMEN.

PRAYER OF CONFESSION

Eternal God, you created *me* in your image to live in harmony with all creation, but *I* have strayed from your laws and commandments. *My* sins against *my* neighbors have brought disharmony into your kingdom. *My* silence does not witness to your love. *I* pray, God have mercy on *me* and forgive *my* transgressions. *I* will be restored by your grace to live life in peace and to the honor and glory of your holy Name. AMEN.

PRAYER FOR CLERGY

Almighty God, we lift up your servant, *N.*, *Rector/Vicar* in your church; give *him/her* grace to nurture your people that we may grow in the knowledge and love of your Son, Jesus Christ. We pray that *he/she* might be filled with the gifts of the Holy Spirit and that *his/her* life be an example of righteousness and wholeness. May *his/her* family know the fullness of joy from *his/her* faithful loving heart and may *he/she* know the nearness of God always. AMEN.

PRAYER FOR A BISHOP

Almighty God, receive our prayers on behalf of *N.*, a Bishop in your church. We beseech you to so immerse *him/her* in your Holy Spirit that *he/she* will be washed clean and made ready in your sight to administer your saving health to this church. Fill *him/her* with abundant love, truth, understanding, forgiveness, clarity of purpose and a heart of mercy.

And give to us, as we commit our spiritual well-being to Bishop *N's* care, hearts filled with love, trust, and peace. Help us, your people, to live as your redeemed and beloved. We ask it all in the name of your Son, our Lord and Savior, Jesus Christ. AMEN.

PERSONAL FAVORITES

Please add your own special prayers.

The Services of the Order

The various services of our Order are a very important part of our ministry and mark important moments in our life as a Daughter. When planning any of the services, consult with the clergy to determine the appropriate time and place to have it. Most services occur during the celebration of the Eucharist; some occur during chapter meetings.

Only some of the services are listed in this National Handbook; however, all of the services, including services for Junior Daughters, can be found in *A Daughter's Book of Services* and on the National DOK website under Resources.

The Service of Preparation for Membership

Concerning The Service of Preparation for Membership

This Service of Preparation for Membership takes place before prospective members begin the study and discernment period. During this Service prospective members promise to be faithful in their study and preparation for membership in The Order. Junior Daughters make the same promise and receive a candle as a symbol of their promise. Candles are optional in the senior Service of Preparation.

The Service of Preparation for Membership takes place either at an appropriate time during the celebration of Eucharist or during a chapter meeting. The Presenter is the Chapter President or her designee.

If the Service is held during a chapter meeting, it is appropriate for the Study Guide Leader or Chapter President to preside.

If candles are used as part of the Service of Preparation held during the Eucharist they are lit from the Altar Candle and handed to each candidate. If the Service is held during a chapter meeting they are lit from a chapter candle and handed to each candidate. In either case, be sure to insert the optional "Candle Lighting Service" after the second clergy reading.

The Service of Preparation for Membership

PRESENTER: It is my privilege to present these persons ___ as candidates for membership in The Order of the Daughters of the King®.

Addressing the candidates:

CLERGY: You have expressed an interest in becoming a member of the Order of the Daughters of the King®. You are asked to serve a three-month preparation period during which you will learn about and follow the two Rules of the Order: the Rule of Prayer and the Rule of Service. In addition you are asked to learn about the Order, including its Prayer and Motto, and participate in sessions using the National Study Guide, which will help you grow in your knowledge and love of God as you pray and serve him daily.

Do you promise to commit yourself to this time of preparation?

CANDIDATES: I do.

CLERGY: May Almighty God, who has given you the will to do these things, grant you the strength and power to perform them, so that He may accomplish the work He has begun in you, through Jesus Christ our Lord. *Amen.*

**

CANDIDATES: Almighty and Everlasting God, in whom we live and move and have our being, we here dedicate ourselves to you and your service, in faith

and joy and love. In this preparation time we pray that you will confirm and strengthen us that we may grow in grace and in the knowledge of our King and Savior, Jesus Christ. Amen.

CLERGY: Direct us O Lord in all our doings with your most gracious favor, and give us your help, that all our work begun, continued and ended in you may glorify your holy Name, through Jesus Christ our Lord. *Amen.*

CLERGY: The blessing of God Almighty, Father, Son and Holy Spirit be upon you and remain with you always. *Amen.*



** An optional Candle Lighting Service, with the following prayers, may be inserted here.

The Clergy then blesses the candles.

CLERGY: Bless, O Lord, these candles and the ones who receive them, that they may be your faithful and willing servants, through Jesus Christ our Lord. *Amen.*

As the candle is lit and handed to each candidate the clergy says:

CLERGY: Receive this candle; let it remind you of the promise you have made, and that Jesus Christ is the Light of the world. May He enlighten your heart and mind as you prepare to become a Daughter of the King.

After receiving their candles, the candidates then pray:

CANDIDATES: Almighty and everlasting God, in whom we live and move and have our being, we here dedicate ourselves to you and your service in faith and joy and love. In this preparation time we pray that you will confirm and strengthen us that we may grow in grace and in the knowledge of our King, Jesus, our Lord and Savior. *Amen.*

CLERGY: Direct us O Lord in all our doings with your most gracious favor, and give us your help, that all our work begun, continued and ended in you may glorify your holy Name, through Jesus Christ our Lord. *Amen.*

CLERGY: The blessing of God Almighty, Father, Son and Holy Spirit be upon you and remain with you always. *Amen.*

The Service of Institution of a Senior Chapter

Concerning The Service of Institution of a Senior Chapter

The Service of Institution of a Senior Chapter is used to formally establish a chapter at a church. It includes the Presentation of the Charter to the clergy who duly institutes the chapter in the parish. It is followed by the Service of Admission and may include the Installation of Officers.

The Diocesan Assembly President, or her representative, should present the Charter to the clergy. She should also present the candidates at the Service of Admission.

If there is no Diocesan Assembly, or if the Charter is presented in a non-Episcopal church, the Province President, or her representative, may present the Charter and candidates to the clergy. The candidates should stand with the presenter.

The Service of Institution takes place at an appropriate time during the celebration of the Eucharist.

The Service of Institution of a Senior Chapter

CLERGY: We are gathered here in the sight of God and before this congregation to institute the ___*Chapter* in The Order of the Daughters of the King[®], and to receive and admit the members of the chapter. We commend them to your earnest prayers that they may have grace to perform and keep the vows and obligations of the Order and that the ___*Chapter* and its members may work to the glory of God and for the spread of Christ's Kingdom. Will the Diocesan Assembly President, or her representative, please present the Charter?

PRESENTER: It is my privilege to present to you the Charter of the ___*Chapter* of The Order of the Daughters of the King[®] so that you may formally institute the chapter.

CLERGY: (*Facing the altar.*) O God, the strength of all who put their trust in you, bless and hallow this Charter of the ___*Chapter* of The Order of the Daughters of the King[®], that all your servants who shall take the vows of prayer and service may have the strength and courage to faithfully fulfill them for the sake of Jesus Christ our Lord. *Amen.*

CLERGY: (*Facing the congregation.*) In accordance with the constitution of The Order of the Daughters of the King[®] and by my authority as clergy of the parish, I hereby declare the ___*Chapter* duly instituted in this parish. We are now ready to admit its members.

The Service of Admission follows.

The Service of Admission

Concerning The Service of Admission

The Service of Admission is used to admit new members into The Order. It takes place after the candidates have completed the study and discernment period. At this time a new member receives her cross, which is blessed by the clergy, and promises to obey the two Rules of the Order, offer her aid to the clergy, wear her cross faithfully, and work for the purposes of The Order.

If this is a new chapter, the Diocesan Assembly President or her representative should present the candidates to the clergy. In non-Episcopal churches or in unassembled dioceses the Province President or her representative may present the candidates.

If this is an established chapter, the Chapter President should present the candidates. The candidates should stand with the presenter.

The new member's cross may be placed on a ribbon or chain so that it may be easily placed over her head when she receives her cross from the clergy or presenter. It may also be pinned on the left side of her chest. It is important to have the crosses ready to be blessed and presented to each new member. Once all new members have received their cross, they say together the new members prayer.

The words in italics indicate more than one new member being admitted into The Order. If only one new member is being admitted, change the italicized words to the singular form.

The Service of Admission

PRESENTER: It is my privilege to present ___ as candidates for membership in The Order of the Daughters of the King®.

CLERGY: We are gathered here in the sight of God and before this congregation to admit *these women* into The Order of the Daughters of the King®. We commend *them* to your earnest prayers that *they* may have grace to fulfill the obligations of the Order and that *their* labors may be to the glory of God and to the welfare of all His people.

Addressing the candidates:

CLERGY: The Daughters of the King is an Order for women whose mission is the extension of Christ's Kingdom, especially among women and girls, through prayer, service and evangelism. Do you desire to become a member of The Order of the Daughters of the King®?

CANDIDATES: I do.

CLERGY: Do you promise to obey faithfully the two Rules of the Order, the Rule of Prayer and the Rule of Service? To offer your support to the clergy for the good of the parish and the extension of Christ's kingdom? To wear faithfully the cross of the Order? And to work for its purposes, as God may give you the opportunity?

CANDIDATES: I do with God's help.

CLERGY: In the name of the Father and of the Son and of the Holy Spirit I receive and admit you as members of The Order of the Daughters of the King®.

Addressing the congregation:

CLERGY: Will you support *these women* in their ministry of prayer and service?

CONGREGATION: We will.

The clergy blesses the crosses.

CLERGY: Bless, O Lord, *these crosses* and grant to your *servants* now admitted into this Order such an abundance of your grace that *they* may wear this sacred symbol in the spirit of humility and with devotion to the service of the King of kings. *Amen.*

Each new member is presented her cross with the following words:

“Accept and wear faithfully the cross of the Order, remembering the words of our Lord Jesus Christ, “Take up your cross and follow me.”

NEW MEMBERS: Almighty God, help me to pray so faithfully that I may draw near to you and learn your will. Help me to serve so joyfully that others may be drawn to you. May your Holy Spirit guide me each day, that all I think, do, or say may be pleasing in your sight. I ask it all for the sake of Him whose cross I wear, my King and Savior, Jesus Christ. Amen.

ALL DAUGHTERS OF THE KING: O Eternal Father, you have sent us your Son to teach us things pertaining to your heavenly Kingdom. Give your blessing to our Order wherever it may be throughout the world.

Grant that we, your Daughters, ever may discern your truth and bear the cross through the battles of our earthly life. Give us strength to overcome temptation and the grace to work to spread your Kingdom and to gather your scattered sheep within your fold. Pour out upon us the sevenfold gift of the Holy Spirit that we may always remember it is your work we are called to do; that all we think, do or say may be pleasing in your sight. We ask it all For His Sake, our King and Savior, Jesus Christ. *Amen.*

CLERGY: May your love, O Lord, help the Daughters live lives of love, and may your holiness lead them to be examples of virtue, that they, strengthened by your Holy Spirit, may pray and serve you all their days, through Jesus Christ our Lord. *Amen.*

CLERGY: The blessing of God Almighty, Father, Son, and Holy Spirit be upon you and remain with you always. *Amen.*

The Service of Rededication

Concerning The Service of Rededication

During The Service of Rededication a Daughter renews the vows she made at the Service of Admission and rededicates herself to The Order, its purpose, and its mission.

This Service is also used when a Daughter is reinstated into The Order. At that time the chapter may wish to rededicate themselves as well.

This Service is used by chapters or Diocesan or Provincial assemblies at any time of the year and is customarily used at the close of the National Triennial Assembly of The Order.

The Presider may be the clergy of the parish, or the Chapter, Diocesan or Provincial Chaplain or President.

It can also be used as an integral part of *A Form of Commitment to Christian Service* (found in *The Book of Common Prayer* p.420) at an appropriate time in the celebration of the Eucharist. Consult with the clergy.

The Service of Rededication

PRESIDER: Members of The Order of the Daughters of the King[®] are gathered here in the sight of God to rededicate themselves to its Rule of Life: a vow of daily prayer, service and evangelism.

PRESIDER: The Lord be with you.

ALL: And also with you.

PRESIDER: Oh Lord, show us your mercy.

ALL: And grant us your salvation.

PRESIDER: O God, make clean our hearts within us.

ALL: And take not your Holy Spirit from us.

ALL: Strengthen us O Lord, to think, do, and say always those things that are right. Enable us, who cannot exist without you, to live according to your will, through Jesus Christ our Lord, who lives and reigns with you and the Holy Spirit, one God, now and forever. Amen.

PRESIDER: The Order of the Daughters of the King[®] is an Order for women whose mission is the spread of Christ's Kingdom, especially among women and girls, through Prayer, Service, and Evangelism. Do you desire to continue your membership in the Order?

ALL: I do with God's help.

PRESIDER: Are you ready, so long as you remain a member of The Order, to wear its cross faithfully and to work for its purposes, as God may give you the opportunity?

ALL: I am with God's help.

PRESIDER: Almighty and merciful God, since it is only by your gift of grace that your faithful people do true and praiseworthy service, bless your servants who have signified their desire to continue in your holy service as members of The Order of the Daughters of the King[®]. Guide them to lead godly lives and to labor faithfully for the spread of your Kingdom, through Jesus Christ our Lord. *Amen.*

ALL DAUGHTERS OF THE KING: Almighty and everlasting God, in whom we live and move and have our being, we here dedicate our whole being to you and your service in faith and joy and love. We pray that you will confirm and strengthen us in this purpose, O merciful God, that as we grow in age we may grow in grace and in the knowledge of our King, Jesus Christ, our Lord and Savior. *Amen.*

PRESIDER: May the Holy Spirit guide and strengthen you, that in this and in all things, you may do God's will in the service of the Kingdom of Christ. *Amen.*

The Service of Transition

The Service of Transition is used when a Junior Daughter of the King takes her vows to become a senior member of The Order. The new senior member renews the promises she made at the Service of Admission as a Junior Daughter and rededicates herself to The Order, its purpose, and mission.

The Presenter is the Chapter President, but it can also be the Junior Directress.

The new senior member's cross may be placed on a ribbon or chain so that it may be easily placed over her head when she receives her cross. It may also be pinned on the left side of her chest.

After the clergy blesses the crosses he or she takes each candidate by her right hand and admits her into The Order as a senior member during which time she receives her cross from the Presenter. It is important to have the crosses ready to be blessed and presented to each new senior member.

The words in italics indicate more than one Junior Daughter is transitioning to senior Daughter. If there is only one Junior making her transition, change the italicized words to the singular form.

The Service of Transition

PRESENTER: It is my privilege to present ____ as candidates for senior membership in The Order of the Daughters of the King®.

CLERGY: We are gathered here in the sight of God and before this congregation to witness *these* Junior Daughters taking *their* vows as *they* become senior Daughters. We commend *them* to your earnest prayers that *they* may have the grace to continue to fulfill the obligations of the Order and that *their* labors may be to the glory of God and to the welfare of all His people.

Addressing the candidate

The Daughters of the King is an Order for women whose mission is the extension of Christ's Kingdom, especially among women and girls, through prayer, service and evangelism. Do you wish to continue your membership in The Order of the Daughters of the King®?

CANDIDATES: I do with God's help.

CLERGY: Are you ready, so long as you remain a member of the Order, to wear its cross faithfully and to work for its purposes, as God may give you the opportunity?

CANDIDATES: I am with God's help.

CLERGY: May Almighty God, who has given you the will to do these things, grant you also the strength and power to perform them, so that He may

accomplish the work He has begun in you, through Jesus Christ our Lord. *Amen.*

CLERGY: *Addressing the congregation*

Will you support *these women* as *they* continue in *their* ministry of prayer and service?

CONGREGATION: We will.

The clergy blesses the cross.

CLERGY: Bless, O Lord, *these crosses* and grant to your *servants* now to be admitted as senior members into the Order, such an abundance of your grace that *they* may wear this sacred symbol in the spirit of humility and with devotion to the service of the King of kings. *Amen.*

Taking her by the right hand, the clergy receives the candidate as she is presented her cross.

CLERGY: In the name of the Father and of the Son and of the Holy Spirit I receive and admit you as a senior member of The Order of the Daughters of the King®. Accept and wear faithfully the cross of the Order, remembering the words of our Lord Jesus Christ, "Take up your cross and follow me."

NEW SENIOR DAUGHTERS: Almighty God, help me to pray so faithfully that I may draw near to you and learn your will. Help me to serve so joyfully that others may be drawn to you. May your Holy Spirit guide me each day, that all I think, do, or say may be pleasing in your sight. I ask it all for the sake of Him whose cross I wear, my King and Savior, Jesus Christ. *Amen.*

CLERGY: Almighty and merciful God, since it is only by your gift of grace that your faithful people do true and praiseworthy service, bless your *servants* who *have* signified *their* desire to continue in your holy service as members of The Order of the Daughters of the King®. Guide *them* to lead a godly life in your church and grant, that having labored faithfully for the extension of your Kingdom, *they* may finally inherit eternal life, through Jesus Christ our Lord. *Amen.*

CLERGY: The blessing of God Almighty, Father, Son and Holy Spirit be upon you and remain with you always. *Amen.*

The Service of Installation of Officers

Concerning The Service of Installation of Officers

During the Service of Installation of Officers new officers agree to devote themselves to the tasks their office demands and members promise to support and cooperate with their chosen officers.

The clergy of the parish installs chapter officers. In the absence of the clergy, the Chapter Chaplain may install chapter officers. The Diocesan Assembly Chaplain installs Diocesan Assembly officers and the Provincial Chaplain installs Provincial officers.

The Service of Installation of Officers

CLERGY: We are gathered here to install the elected officers of the ____ (chapter, diocese, province). In the presence of God and each other, let us here covenant with Him and with one another to do the things we believe He would have us do and try to do well whatever we attempt. Let us offer ourselves to Him that He may continually work through us.

(To the officers) You have been chosen by these your friends to serve in a position of responsibility. To you comes the call of leadership; upon all rests the obligation of cooperation. Receiving now the responsibility placed upon you, will you agree to devote yourselves to the task that your office demands, continually seeking to be used by your Lord Jesus Christ?

OFFICERS: I will with God's help.

CLERGY: *(To the members)* As members of The Order of the Daughters of the King® your duty this coming term is to cooperate with the officers you have chosen and to work together to fulfill the Rules of Prayer and Service here in this *congregation (diocesan assembly, province)* and beyond.

MEMBERS: We promise to pray for and support and cooperate with our officers, offering our best efforts to fulfill the mission of the Order. We declare our loyalty to our King, the Lord Jesus Christ, to His church and its work, asking the Holy Spirit for guidance and strength in all that we undertake.

CLERGY: May God richly bless you in all your efforts to the glory of His Name. For His Sake. *Amen.*

The Service of Installation of a Chaplain

During The Service of Installation of a Chaplain, the chaplain agrees to accept the duties and responsibilities of the position to which he or she is called.

The Presenter installs the chaplain in the following manner:

- The Chapter President installs the Chapter Chaplain
- The Diocesan Assembly President installs a Diocesan Chaplain
- The Province President installs a Provincial Chaplain
- The National President installs the National Chaplain and International Chaplain
- The Junior Directress installs a Junior Chaplain

If a chaplain's cross is given the Presenter will present it to the new chaplain.

The Service of Installation of a Chaplain

PRESENTER: I present to you in the love of God, _____, to be a (*Chapter, Junior, Diocesan Assembly, Province, National, International*) Chaplain for the of The Order of the Daughters of the King®. To you comes the call to be a spiritual guide and advisor, to provide pastoral care and liturgical services, and to communicate the work of the Order to other clergy. Because you are called to service in the things pertaining to Christ's church, we ask you to covenant with God and with us to undertake these new responsibilities on behalf of the Daughters of the King.

_____, are you ready and willing to accept these duties and responsibilities to which you are called?

CHAPLAIN: I am.

PRESENTER: Will you devote yourself to this ministry, continually seeking to be of service to our Risen Lord, Jesus Christ?

CHAPLAIN: I will with God's help.

PRESENTER: Almighty and everlasting God, we dedicate _____ to your service in faith, joy and love. We pray that you will confirm and strengthen *him/her* that *he/she* may grow in the love and knowledge of your Son, Jesus Christ. Give *him/her* grace to nurture the Daughters under *his/her* care that we may grow together in our Rule of Life. We pray that *he/she* will be filled with the gifts of the

Holy Spirit and that *his/her* life will be an example of righteousness and wholeness. May *he/she* know the nearness of God always. *Amen.*

Taking the Chaplain by the right hand, say one of the following words of reception:

(If a Chaplain's cross is presented)

Chaplain, in love we receive you as our spiritual guide and leader. Accept this cross and wear it as a symbol of our faith and trust believing that God will accomplish His work through you. May God richly bless you in all your efforts as our Chaplain, to the glory of His name. *Amen.*

(If a Chaplain's cross is not presented)

Chaplain, in love we receive you as our spiritual guide and leader. We offer you our faith and trust believing that God will accomplish His work through you. May God richly bless you in all your efforts as our Chaplain, to the glory of His name. *Amen.*

ALL: Heavenly Father, we thank you for calling _____ to be our Chaplain. Bless us as we walk together in this new relationship and guide us always to do your work in this world. In your name we pray. *Amen.*

Bylaws



**2015-2018 Bylaws
as enacted through the 2015 Triennial**

2015 Bylaws

Table of Contents

- Article I. Name
- Article II. Object
- Article III. Members
 - Section 1. Communicants
 - Section 2. Rule of Prayer/Rule of Service
 - Section 3. Membership
 - Section 4. Resignation or Death
 - Section 5. Reinstatement
 - Section 6. Dues
 - Section 7. No money-making policy
- Article IV. Chapters
 - Section 1. Organization of Chapters
 - Section 2. Inactive Chapters
 - Section 3. Diocesan and Provincial Assemblies
- Article V. National Council
 - Section 1. Members
 - Section 2. Powers of the National Council
 - Section 3. Meetings
- Article VI. Officers
 - Section 1. Elected Officers
 - Section 2. Duties of the National Officers
- Article VII. Meetings
 - Section 1. National Convention
- Article VIII. Executive Board
- Article IX. Provincial Representatives
- Article X. National Office Administrator
- Article XI. Emblem, Colors, Motto
- Article XII. Official Magazine
- Article XIII. National Chaplain
- Article XIV. Parliamentary Authority
- Article XV. Amendment

The Order of the Daughters of the King[®] Bylaws

ARTICLE I. NAME

The name of this Order shall be “The Order of the Daughters of the King, Inc[®]”

ARTICLE II. OBJECT

The object of this Order shall be the extension of Christ’s Kingdom through Prayer, Service and Evangelism.

ARTICLE III. MEMBERS

- Section 1. All members must be women communicants of the Episcopal Church, or of other churches in communion with it, or of churches with the Historic Episcopate but not in communion with it.
- Section 2. Every woman who becomes a member of The Order of the Daughters of the King[®] shall take the vow to observe the two Rules of the Order: The Rule of Prayer and the Rule of Service, at a Service of Admission in the church.
- A. The Rule of Prayer: Each member promises, in addition to seeking to grow daily in a life of prayer, to pray daily for the spread of Christ’s Kingdom; for God’s blessing upon all members of the

Order; and for the spiritual growth of the parish.

- B. The Rule of Service: Each member promises to take part regularly in the worship, study and work of the church; to undertake a personal program of evangelism to bring others to Christ; to give aid to the Priest-in-charge for the up-building of the parish; and to minister to God's people wherever she is.
- C. Corporate Communion of the Order: In addition to faithful participation in the Eucharist, each member shall regard it as her duty and privilege to prepare for and attend, if possible, a Corporate Communion of the Order on All Saints' Day.

Section 3. Membership:

- A. In an existing parish or Institutional Chapter:
 - 1) Upon approval of the Rector or Priest-in-charge, any woman communicant of a parish or mission who accepts the two Rules of the Order, shall be eligible for membership after a three-month preparation period of concentrated study, training, prayer and service.
 - 2) Any baptized woman communicant in a church-related or non-church-related

institution who accepts the two Rules of this Order and is approved by the head of the Institution, its Chaplain or the Bishop if it is a non-church related institution (retirement, assisted living or prison) shall be eligible for membership.

B. In a Diocesan chapter, sometimes called a Bishop's Chapter:

- 1) Those eligible to become members shall be women in rural areas, or in parishes where there is no chapter. In special cases a woman who is unable to belong to the chapter in her parish may be eligible.
- 2) Preparation for membership shall be under the direction of the Chapter president, the Diocesan president or the Bishop.

C. Daughters at Large:

- 1) Daughters who are not members of a chapter shall be called Daughters at Large.
- 2) Daughters who leave the Episcopal Church to become members of churches having Affiliate Chapters may become Daughters at Large in such churches and should follow the appropriate procedures for Daughters at Large in that church.

- 3) Daughters in good standing who leave their church to become members of churches in which chapters may be formed but in which no chapters have yet been formed may remain Daughters at Large subject to their vows and their obligations to continue to pay membership dues.
- 4) They shall pay National, Provincial and Diocesan dues and any offering to the National Office.
- 5) Contact should be maintained with the National Chairman for Daughters at Large whose name and address appears in *The Royal Cross* and with the Provincial and Diocesan Chairmen.

D. Junior Daughters of the King:

- 1) Junior Daughters are baptized girls from 7 to 21 who accept the Rule of Prayer and the Rule of Service for as long as they remain members.
- 2) The Junior Daughters of the King shall be under the general direction of the National Council. A member of the National Council shall be appointed chair for Junior Daughters.
- 3) The Directress of the chapter shall be a senior Daughter.

- 4) A Junior chapter of at least three eligible girls may be organized in any parish in which a Daughters chapter is eligible to be formed with the approval of the clergy and a senior Daughter serving as Directress. [adult Daughter was changed to senior Daughter]

Section 4. Resignation or Death:

- A. If a member finds that she cannot fulfill the vow, she may resign from the Order after consultation with her Priest or Rector. She or the secretary of the chapter shall return the cross of the Order to the National Office and ask that her name be removed from the membership list. There shall be no refund of dues or registration fees upon resignation.
- B. Any Daughter unable to attend meetings because of advanced age, failing health or invalidism:
 - 1) Should not feel it necessary to, or be required to, resign and return the cross. She has taken the vow and is entitled to wear the cross in good faith.
 - 2) If a member is unable to pay dues, her chapter is encouraged to pay them for her so she may continue to receive *The Royal Cross* and be listed at the

National Office. Scholarship funds are available upon request.

C. When a Daughter dies:

- 1) The National Office should be notified by her chapter president, or by the Diocesan Assembly president if the deceased is a Daughter at Large.
- 2) The cross should be returned to the National Office by the chapter president, or it may be buried or attached to a suitable marker.

Section 5. Reinstatement:

- A. A Daughter who is not in good standing may be reinstated at a Service of Rededication following a period of renewal and study with the approval of her clergy and upon payment of dues for the current year and a nominal reinstatement fee, set by the National Council.
- B. A Daughter-at-Large may be reinstated in a similar manner with the approval of the diocesan assembly chaplain.

[When a Daughter has not paid her dues for two fiscal years (the fiscal year runs from Sept 1 - Aug 31) she is dropped from the records at the National Office. For the purposes of the reinstatement bylaws, "not in good standing" means "dropped from the membership records."]

Section 6. Dues:

- A. Registration fees are set by the National Council to reflect current costs. Consult the current issue of *The Royal Cross* for the amount of the registration fee.
- B. Dues are established by the National Convention.
- C. Checks or money orders shall be made payable to The Order of the Daughters of the King, Inc.[®] and sent to the National Office.
- D. The Greek Fleury Cross, which belongs to the Order, shall be sent with a form for admission for each member. A subscription for *The Royal Cross* will be sent to all registered members in good standing.

[A Daughter must be current in her dues in order to continue receiving The Royal Cross, serve as a delegate, or hold or stand for office.]

- E. National, Provincial and Diocesan dues are payable annually to the National Office.
- F. Lifetime members: A Daughter becomes a lifetime member by making a one-time contribution that frees her for the rest of

her life from the obligation to pay national, provincial and diocesan dues.

- 1) The amount of this contribution shall be linked to the annual dues set by the Triennial Convention of the Order.
- 2) This contribution shall become part of the Endowment II Lifetime and the income generated by this fund will offset her annual dues.

G. Affiliate Dues:

- 1) Dues for affiliate members shall be determined by National Council in consultation with the national organization of the Affiliate Chapters to reflect the costs of services to such chapters including the cost of *The Royal Cross*.
- 2) Payment:
 - a. Members of Affiliate Chapters having their own national organization shall pay dues to that organization.
 - b. Members of Affiliate Chapters having no national organization shall pay dues directly to the National Office of The Order of the Daughters of the King, Inc.[®]

H. Chapter Relief Status: Upon reaching the age of 85 a Daughter may apply

through her chapter or diocesan assembly president for relief of the obligation to pay dues. Upon approval of her application she would be relieved from paying national, provincial and diocesan dues for the remainder of her life.

Section 7. No money-making policy:

- A. Daughters of the King shall not raise money in the name of the Order.
- B. Individual members shall not be excluded from participating in church-affiliated organizations whose purpose is to raise money.
- C. Donations may be accepted to further the work of the Order.

ARTICLE IV. CHAPTERS

Section 1. Organization of Chapters:

- A. Three or more women communicants in any parish or mission who accept these bylaws, with the approval of the Rector or Priest-in-charge, may organize as a chapter.
- B. Three or more women communicants in a church-related institution, with the approval of the head of the institution or chaplain, may organize as a chapter.

- C. A Chapter may be organized in a non-church related institution with the approval of the Bishop of the Diocese in which such institution is situated. Chapters so formed shall be under the supervision of the Bishop or a deputy appointed by the Bishop.
- D. The Order of the Daughters of the King[®] may be organized in any autonomous church of the Anglican communion, in a church in communion with it, or in churches with the Historic Episcopate but not in communion with it. Chapters in autonomous churches of the Anglican communion or in churches in communion with it will be International Chapters. Chapters in churches with the Historic Episcopate but not in communion with it will be Affiliate Chapters. Such International and Affiliate Chapters may develop their own convention, Council support system, bylaws and/or handbook provided that:
- 1) Affiliate Chapters must subscribe to our Rule of Life. Affiliates must subscribe to our bylaws unless they are in conflict with their own church policy.
 - 2) The three-month preparation period for membership shall be required.
 - 3) At a Service of Admission the members shall take vows of Daily

Prayer and Service for the purpose of the extension of Christ's Kingdom.

- 4) Any International or Affiliate Chapter of the Order thus established is requested to report to the National Office of the Order or to the national organization in their church which shall in turn report to the National Office of the Order. The report will include information about members and about activity in Prayer and Service. Reports of National organizations of International or Affiliate Chapters will also include the number of chapters.
 - 5) A member of the Executive Board or a representative appointed by them shall have seat and voice but no vote at conventions of all International and Affiliate Chapters.
- E. Three or more women in parishes or missions without a chapter, who are in good standing in a diocese, who accept these bylaws may, with the approval of the Diocesan president and Bishop, organize a Diocesan chapter, sometimes called a Bishop's Chapter. In a diocese where there is no Diocesan Assembly the approval of the Bishop is sufficient.
- F. All chapter officers shall assume office on September 1st of the year in which they are elected.

Section 2. Inactive Chapters:

- A. If a chapter has fewer than three members who are current in the payments of dues, it shall be removed from the list of active chapters after three (3) years. A final notice shall be sent to the Rector or Priest-in-charge, to the chapter president, to the National Office, and to each member drawing attention to this action at least three months before the action takes place.

- B. To disband a chapter - A chapter wishing to disband, after consultation with the Rector or Priest-in-charge and the Diocesan Officers, shall notify the National Office and return to the National Office its charter and the crosses of those who relinquish membership, along with all monies pertaining to the chapter. Those who wish to continue their membership may do so as members of a Diocesan (Bishop's) Chapter, if there is one, or as Daughters at Large.

- C. Reinstatement of a chapter - A chapter having been inactive for three years or less, may upon approval of the Priest-in-charge, be reinstated by paying dues for all members for the current year and by renewing vows at a Service of Rededication.

Section 3. Diocesan and Provincial Assemblies:

- A. When three or more chapters are chartered in a Diocese they shall form a Diocesan Assembly to strengthen the Order and to facilitate communication with each other. A Diocesan Assembly is entitled to a delegate and an alternate to the National Convention.
- B. Three or more Diocesan Assemblies within a Province of the church may form a Provincial Assembly. Such an Assembly is entitled to representation on the National Council with its elected president.
- C. All Diocesan Officers shall assume office on September 1st of the Triennial Year. Such officers may be elected at any time.
- D. Provincial Officers' terms of office shall coincide with those of the National Council.

ARTICLE V. NATIONAL COUNCIL

Section 1. Members:

- A. The National Council of the Order shall be composed of fifteen (15) members elected by ballot at the convention and a representative from each Province where there is a Provincial Assembly. The representative shall be the elected

president of that Province. Where there is no Provincial Assembly, a Provincial Representative shall be appointed by National Council.

- B. All members shall have the same status, except that only the National Council members who have been elected by ballot at the Convention shall be eligible to become National Officers of the Order.
- C. The term of all officers shall commence at the adjournment of the Convention at which they are elected.
- D. The president or appointed representative of a national Affiliate Order or of a Provincial or National International Order is encouraged to attend meetings of the National Council and will have seat and voice but no vote.

Section 2. Powers of the National Council:

- A. The National Council shall have the power to elect the officers of the Order.
- B. It shall have the power to enact Roberts' Rules of Order for the transaction of business and to execute all legislation of the Order.
- C. The National Council shall have power to enact Standing Rules for the

transaction of business and to execute all legislation of the Order between conventions.

- D. National Council Members, with permission from the National president, shall have the right to invite Honorary members to attend meetings where they shall have seat and voice but no vote.

Section 3. Meetings:

- A. The National Council shall meet at least annually.
- B. Special meetings may be called by the National President, or at the written request of three (3) members of the Council, or of members of the Order from fifteen (15) dioceses.
- C. Quorum: one half (1/2) of the members shall constitute a quorum.

ARTICLE VI. OFFICERS

Section 1. Elected Officers:

- A. The officers of the Order shall be elected by the National Council after the adjournment of the National Convention for a term of three (3) years.
 - 1) Eligible nominees are submitted for the office of National president.

- 2) Voting shall be by ballot, separately and sequentially for each office: President, 1st Vice President, 2nd Vice President, Secretary and Treasurer, the person with the highest number of votes for each position being elected.
- 3) If only one nominee is presented for secretary or treasurer, the election may be by acclamation.
- 4) In the event that no elected member of the National Council feels qualified to be National Treasurer, the Executive Board may select a member from the Order who shall sit on National Council with voice but no vote.
- 5) No elected member of the National Council shall be eligible to be elected president until she has served at least one elected term on the National Council or two full terms as Province president.
- 6) A vacancy in any office shall be filled by the president with the consent of the Executive Board.
- 7) All National Council members shall serve no more than three full terms. A term is defined as greater than 24 months.

Section 2. Duties of the National Officers:

A. President:

- 1) The president shall preside at all meetings of the National Council and the Executive Board.
- 2) She shall appoint all committees, subject to the approval of the National Council.
- 3) She shall be an *ex-officio* member of all committees.
- 4) She shall perform all duties pertaining to her office.
- 5) She shall have power to fill all vacancies in the Convention elected membership of the Council, with the consent of the Executive Board. Any officer or National Council member thus appointed shall serve for the remainder of the term.

B. Vice Presidents:

- 1) In the absence of the president, the 1st Vice President, or if she is absent, the 2nd Vice President, shall perform the duties of the president.
- 2) In case of the resignation or death of the president, the 1st Vice President shall automatically become the president.

- C. Secretary:
The Secretary shall keep all minutes of the meetings of the National Council, the National Convention and the Executive Board meetings.
- D. Treasurer:
- 1) The Treasurer shall have charge of all money belonging to the Order.
 - 2) She shall receive written monthly reports of all monies belonging to the Order which pass through the National Office and shall render full statement of receipts and disbursements at each National Council Meeting and at the National Convention.
 - 3) She shall invest any funds of the Order under the direction of the Finance Committee, appointed by and accountable to the National Council.
 - 4) She shall be bonded for the faithful discharge of her duties in such sum and such surety or sureties as shall be required by the National Council.
 - 5) All financial records shall be audited by a Certified Public Accountant annually coinciding with the end of the fiscal year. The National Executive Board may also require an audit when the office of either the Treasurer or

National Office Administrator is vacated. (2015)

ARTICLE VII. MEETINGS

Section 1. National Convention:

- A. The Order shall hold a National Convention in the year of General Convention.
- B. The Convention is the governing body of the Order. It shall be composed of one delegate from each chapter, one delegate from each Diocesan Assembly, and one Daughter at Large delegate from each of the eight Provinces, together with the members of the National Council of the Order, including the Provincial Representatives. (2015)
 - 1) Each delegate is entitled to one vote.
 - 2) Each delegate may have an alternate who may take her place in the delegate's absence.
 - 3) If a chapter does not have at least three members who are current in the payment of dues, that chapter shall be disqualified from representation at the Convention.
- C. Quorum: one third (1/3) of the voting delegates shall constitute a quorum.

D. Nominations:

- 1) At the opening of the Convention, the president shall announce a committee of three (3) to present nominations for membership to the National Council.
- 2) Additional nominations may be made from the floor by a delegate of a Diocesan Assembly which has not proposed a nominee. Written consent of a proposed nominee must be secured with a resume of her qualifications in writing, given to the Committee on Nominations twenty-four (24) hours before nominations are opened.
- 3) Each Diocesan Assembly may nominate one member of the Order for election to National Council, having obtained her consent. The name and qualifications of the member nominated must be submitted on the National Council Nominee Form to the National Office by January 15 of the National Convention year.
- 4) Eligibility for nomination: To be eligible for election to National Council, a Daughter must be current in the payment of dues, must have held some office in a chapter, Diocesan Assembly or Provincial Assembly and must have been a member of the Order at least three (3) years.

ARTICLE VIII. EXECUTIVE BOARD

- Section 1. The officers of the National Council, and one elected member of National Council appointed by the National President shall constitute the Executive Board.
- Section 2. The President may appoint a past National Council President or a past National Vice President to serve as advisor to the Executive Board with seat and voice but no vote.
- Section 3. It shall conduct the business of the National Council between meetings with general power to transact the business.
- Section 4. It shall determine the policies of the Order, except as instructed or limited by vote of the National Council or by provisions of these bylaws.
- Section 5. It shall assist the president as she shall request in transacting the business of the Order.
- Section 6. The Executive Board shall inform the National Council of any decisions in writing, listing those Executive Board members voting and how they voted.
- Section 7. Four (4) members shall constitute a quorum.

ARTICLE IX. PROVINCIAL REPRESENTATIVES

Section 1. The primary duty of the Provincial Representative is to interpret the work, ideals and aims of the Order from the National Council to the Daughters in her Province and in turn to interpret the work and problems of her Province to the Council.

Section 2. She shall attend all National Council meetings and the National Convention and shall submit a written report covering the state of her Province to the National Council and to the Convention.

ARTICLE X. NATIONAL OFFICE ADMINISTRATOR

Section 1. National Office
The National Office shall be managed by a person in a salaried position under the direction of the President of the Order. This person shall have charge of the National Office.

ARTICLE XI. EMBLEM, COLORS, MOTTO

Section 1. The Emblem of the Order shall be a Greek modified Fleury Cross of silver or silver-colored metal, inscribed with the words "Magnanimiter Crucem Sustine" and the letters "FHS". It shall be worn faithfully by the members.

Section 2. The colors of the Order shall be White and Blue.

Section 3. The motto of the Order shall be “For His Sake”:

“For His Sake,
I am but one, but I am one;
I cannot do everything, but I can do something;
What I can do, I ought to do;
What I ought to do, by the Grace of God, I will do.
Lord, what will you have me do?”

ARTICLE XII. OFFICIAL MAGAZINE

Section 1. The official magazine of the Order shall be *The Royal Cross*.

Section 2. The Editor and an Assistant Editor, if needed, shall be selected by the National Council of the Order.

Section 3. A report shall be made to the National Council annually and to the National Convention.

ARTICLE XIII. NATIONAL CHAPLAIN

The National President shall nominate the National Chaplain, with the approval of the National Council. The president shall request the Presiding Bishop to appoint the nominated Chaplain.

ARTICLE XIV. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order* (Newly Revised) shall govern the proceedings of The Order of the Daughters of the King, Inc.® in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

ARTICLE XV. AMENDMENT

These bylaws, as a whole or in part, may be amended at any National Convention by a two-thirds (2/3) vote of all delegates present and voting at any National Convention, provided the amendment(s) has been submitted to the chapters in writing at least three (3) months before the National Convention convenes.

