

Jr. Wardens Duties

- His place is in the South his Jewel is the Plumb
- In charge of refreshment for the lodge, during refreshment, when his column is erected, he is in charge of the lodge under the direction of the WM
- If the WM and the Sr. warden is absence he is the presiding officer
- Should have a good knowledge of the Blue book

Jr. Warden duties

- Should be planning and preparing for his potential WM term
- Perform any other duties the WM may assign him or any of his own lodge bylaws may direct
- Be proficient in his ritual work
- Should be a liaison between the youth groups

Sr. Warden duties

- His station is in the west, his Jewel is the level
- When his column is erected at his station he is in charge of the craft during labor under the direction of the WM
- If the WM is absent he is the presiding Officer
- Should know the blue book

Sr. Warden duties

- His plan should be ready for his anticipated election as WM for the ensuing year
- Perform any other duties the WM may assign him or any of his own lodge bylaws may direct

WM Duties

- Study and try to understand the Blue Book in particular the powers and duties of a WM
- These powers are enormous responsibility and requires temperance, fortitude, prudence and justice
- Review the charges you took as being Installed as WM

WM duties

- A current copy of the Blue Book in Lodge
- Preside over the opening and closing of the Lodge
- Makes committee appointments, education officer, leadership training for the membership, new member investigation committee, any lodge bylaws duties

WM duties

- Copy of Lodge bylaws
- Set the craft to work and give them proper instructions
- Masonic memorials and or Funerals
- Chairman of the finance committee
- Degree work, the up building of the lodge
- Buildings operations, if your lodge controls the Temple board

WM duties

- Hold officers meetings
- House keeping of the Lodge
- Attend Grand Lodge annual communications
- Report Grand Lodge annual communication to the lodge membership
- Have all Grand lodge communications read in lodge

WM duties

- Arrive early be prepared before the meeting begins
- WM or a assigned brother to be there to welcome and greet members and visitors
- WM be willing to do any task that he would assign any brother to do

Grand Lodge Office and Web site

- The Grand Lodge office is there to help you and your Lodge
- There are many programs out there on the Grand Lodge Web site to help you and your Lodge
- The Michigan Masonic Manual has a wealth of information in it, every Lodge should have at least 5 copies