

# State Sweetheart Policy



Pennsylvania DeMolay  
1244 Bainbridge Road  
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[www.pademolay.org](http://www.pademolay.org)

## **State Sweetheart Program Overview**

A successful Sweetheart program not only depends on good Sweethearts but also upon great adult leadership and guidance. This guide was created by a panel of DeMolay members, advisors, chaperones and sweethearts to govern the State Sweetheart program. This guide complements, but never supercedes any policies of the Executive Officer of Pennsylvania DeMolay.

A State Sweetheart can be an important and fun part of the DeMolay program. The young women have a chance to expand their leadership experience through the State Sweetheart program.

### **The State Sweetheart**

The State Sweetheart has been a continuous tradition of Pennsylvania DeMolay since 1984 but dates back to 1937. (See Appendix I) The program provides an opportunity for young ladies who enjoy participating with the DeMolay program on a local level a chance to try their hand at being a leader on a larger scale.

The position of State Sweetheart is not the same as an Elected State Officer. However, it is an honor to serve as State Sweetheart, and be able to support every Chapter in Pennsylvania.

*Eligibility* - To be eligible to run for this year-long service position, a young lady must be sponsored by a DeMolay Chapter in Pennsylvania. Chapters may sponsor more than one candidate. To be “sponsored” means only that the Chapter members have voted to make her their candidate for the position. It is their choice if they want to sponsor a girl who is not a present or past Chapter Sweetheart.

All candidates running for election to the position of State Sweetheart must be at least 16-years of age and must file the prescribed application with signed permission of her parent or guardian, and of the Chapter Advisory Council.

*Leadership* - The State Sweetheart should assist the State Officer Corps and Executive Officer’s Staff with promotions and activities. She may be invited to occasional State Officer planning meetings.

*Membership* - The State Sweetheart should vigorously seek to enhance the membership of DeMolay, and see that young men are introduced to the program. To that end, she should attend Chapter Prospect Parties and encourage members to invite their friends to join DeMolay.

*Activities* - The State Sweetheart’s presence is required at the following events: at least one state-wide induction program, the Spring Leadership Weekend, and Convention. She should attend the State Athletics Tournaments and regional activities whenever possible. Other events and visitations are at the Sweetheart’s discretion, with approval of the Director of the State Sweetheart Program.

*State Charity Program* - The State Sweetheart's main duty is to ensure that all Chapters support the State Charity, help them with ideas on how to get involved and encourage their plans. She is not to conduct fund-raisers herself. By personal contact, phone calls, emails and the use of social media, she is to encourage every Chapter to support this program. The goal is not so much about the amount of money raised, but rather the number of participating Chapters.

*Visitations* – Like Chapter Sweethearts, the State Sweetheart may attend all open ceremonies and activities of Chapters in Pennsylvania, and, if invited by a Chapter, may attend the closed business meetings of any Chapter in the state, entering after the opening ritual and leaving before the closing ritual. A State Sweetheart is not to be received formally, at the altar, but should be escorted by the Marshal to a seat within the Chapter room. She may be called upon for remarks by the Master Councilor, or the senior State Officer present, if time allows.

*Budget* – Due to budgetary limitations, the State Sweetheart is not eligible to submit receipts for reimbursement of expenses for travel to and from required events. To reduce her travel expense she may travel with elected State Officers, when appropriate. Specific activity expenses will be paid, in full or in part, only if pre-approved by the Director of the State Sweetheart Program or the Executive Officer.

*Promotion and Election* – To ensure that a positive program continues to exist, it will be the State Sweetheart's duty to coordinate and publicize the State Sweetheart Program. She is also responsible for coordinating the election and crowning of her successor at the succeeding Convention. The State Master Councilor may assign her additional projects. Major project expenses must be budgeted or pre-approved.

*State Sweetheart Court* – At the discretion of the State Sweetheart and the Director of the State Sweetheart Program, a Sweetheart Court may be established for the current year.

## **Elections**

1. Each candidate must complete the application, with all required signatures, by the deadline (which appears on the application.) If her application is approved, the Program Director will inform her in writing.
2. Each candidate must attend the State Convention and participate in the pre-designed slate of activities. These may include, but are not limited to, social events, interviews with a panel of advisors, and a question and answer session in front of the DeMolay members present for Convention. The Sweetheart Panel will evaluate the candidates and vote their selection. Their vote shall amount to 50% of the final ballot count.
3. Following the elections for State Officers, the State Sweetheart will conduct the election for her replacement. The candidates will be introduced, and asked to speak. After all the candidates are finished, a ballot of all active DeMolays shall be taken.

Upon review of the ballots and combining the score with that of the Sweetheart Review Panel, the Director of the State Sweetheart Program will declare the winner and will inform the reigning State Sweetheart at the appropriate time. A brief crowning ceremony will occur before the end of Convention.

## **Crowns and Sashes**

The State Sweetheart's tiara (or crown) and sash are to be worn with a dress, formal, or business suit when representing Pennsylvania DeMolay. The Sweetheart tiara must always be worn with the sash; however, the sash may be worn without the tiara for less formal occasions. The State Sweetheart tiara is the property of Pennsylvania DeMolay and will be passed to the next State Sweetheart. Special care of PA DeMolay property should be exercised at all times. When not wearing the tiara, it is to be stored properly in the tiara box provided. Do not let others wear it or play around with it. It is not to be lent, borrowed or traded with another. The purchase of a new tiara (or crown) must have the approval of the Director of the State Sweetheart Program.

The sash is presented to the State Sweetheart, but remains the property of Pennsylvania DeMolay until the Sweetheart completes her term. It is usually given to the outgoing State Sweetheart as a memento of her year. Make sure it is kept clean and nicely pressed - it is a visible representation of Pennsylvania DeMolay. Sweetheart pins, DeMolay pins and other Bethel or Assembly pins may be worn on it along with a nametag, if provided. Please remember the good taste rule; people will be looking at you in your crown and sash. If the State Sweetheart does not finish her term or is removed from office, the sash is to be immediately returned, along with the tiara, to the Director of the State Sweetheart Program.

Crowns and sashes can be worn to statewide Job's Daughters and Rainbow events if exclusively representing Pennsylvania DeMolay. Do not mix DeMolay regalia with that of any other organizations.

## **Traveling and Visitations**

The State Sweetheart should use her discretion in regards to traveling issues, and review them with the Program Director. All travel arrangements will be handled on a case by case basis. The State Sweetheart is permitted to travel with the Elected State Officers, or by herself, if necessary, but travel with a chaperone is always preferred. An adult female chaperone must be present at all overnight events.

## **Dress Code**

All Sweethearts should use good judgment when planning attire for an event. If you question an outfit's appropriateness, talk to your Advisor. The State Sweetheart is also required to observe the dress codes established by the State Master Councilor for his officer corps.

## **Performance of Duties**

The State Sweetheart must abide by the Sweetheart Policies of Pennsylvania DeMolay. If she is a Chapter Sweetheart, she must also carry out her responsibilities to her Chapter. The State Sweetheart is not the same as an Elected State Officer. The level of involvement, the responsibilities, and required commitment is not the same. It is an important position, but is more on the level of an Appointed State Officer, working with and for the State Master Councilor.

If the State Sweetheart fails to perform her duties, she is subject to the same disciplinary actions that may be imposed on elected State Officers by the State Master Councilor, in consultation with the Director of the State Sweetheart Program and the Executive Officer. This may include, but is not limited to, censure, suspension of specific privileges and duties, or removal from office. These disciplinary actions need not be followed in any order, and may be applied by the State Master Councilor in accordance with the seriousness of the situation.

## **Convention Costs**

If the State Sweetheart completes her term and at least 75% of the actively meeting Chapters support the State Charity, PA DeMolay will pay the cost of Convention for the retiring State Sweetheart and her chaperone.

## **Adult Positions**

### **Chaperones**

While a chaperone is recommended for all activities, an adult female chaperone is *required* whenever the State Sweetheart stays overnight at a DeMolay function. Of course, it never hurts to have a chaperone when just traveling for a day trip. A chaperone is not a disciplinarian or a watchdog -- a chaperone is there to help, should any problem arise.

A chaperone is an approved adult at least 21-years of age, who will be with the Sweetheart and will be responsible for her during the entire DeMolay function. A chaperone sets the example; it is obvious then that they must dress and act appropriately. A good chaperone is one who enjoys the company of the other adults attending the function and is available to the State Sweetheart should a need arise. It is recommended that the chaperone always have emergency contact numbers available, as well as a medical permission form for the State Sweetheart.

The State Sweetheart is responsible to make sure she has an approved chaperone for any overnight event she attends. The State Sweetheart shall coordinate all of her chaperones with the Director of the State Sweetheart Program.

## Director of the State Sweetheart Program

The Executive Officer of Pennsylvania shall appoint, at his discretion, a Director of the State Sweetheart Program. This person will report directly to the Executive Officer and is a member of his leadership team.

The Director of the State Sweetheart Program is responsible for, and oversees, the activities of the State Sweetheart. All activities of the State Sweetheart must be approved by the Director.

The Director of the State Sweetheart Program will assist the State Sweetheart in making travel arrangements, acquiring chaperones, and running her programs for the year.

All issues dealing with chaperones, travel and travel arrangements should be approved by the program Director.

## **Continuance of the Program**

The existence and continuance of the State Sweetheart Program is solely at the discretion of the Executive Officer, whose decision in the matter is considered final, and un-appealable.

## Appendix I: Past State Sweethearts

Year	Name	Chapter
2010	Lauren Nace	Lorraine
2009	Kristi Rowles	Elizabethtown
2008	Mary Noble	Elizabethtown
2007	Marie Pashel	Steel City
2006	Crystal Hunt	Friendship-Bray
2005	Tori Robertson	Elizabethtown
2004	Ashley Tennis	Pilgrim
2003	Allison Stains	George Washington
2002	Krista Bortz	Reading
2001	Erin Brown	Lorraine
2000	Jennifer Knapp	Pilgrim
1999	Meg Perla	Friendship-Bray
1998	Carrie Carnahan	Elizabethtown
1997	Shanna Coe	Elizabethtown
1996	Lauren Hampton	Elizabethtown
1995	Jennifer Fasnacht	Elizabethtown
1994	Jona Hoover	Elizabethtown
1993	Janelle Rodgers	Templar
1992	Karla Smith	Elizabethtown
1991	Lynn Bliss	Fayette
1990	Lisa Petrille	Somerton
1989	Julie McCrary	Lancaster
1988	Kristine Smith	Lancaster
1987	Donna Arnst	Lancaster
1986	Stephanie Cole	Continental
1985	Jacqueline Jameson	Lancaster
1984	Tracy Griffith	Carlisle
1983	Lori Fisher	State College
	<i>Program Discontinued</i>	
1963-64	Marlene Manhers	Duquesne
1962-63	Sue Nelson	al-Aksa
1961-62	Mary Kay Cherry	Chief Logan*
1960-61	Unknown	Chapter Unknown*
1959-60	Unknown	Chapter Unknown*
1958-59	Unknown	Chapter Unknown*
1957-58	Unknown	Chapter Unknown*
1956-57	Unknown	Chapter Unknown*
	<i>Program Discontinued Due to WWII</i>	
1941	Jane Drew	Chapter Unknown**
1940	Unknown	Chapter Unknown**
1939	Joyce Clifton	Coraopolis Chapter**
1938	Ruth Willock	Templar Chapter**
1937	Ursula Parleton	New Kensington**

\*3 of the 6, from 1957 to 1962 were from the Altoona area, per August 1962 Keystone Crusader, Vol 1, No. 3

\*\*The young women listed were all designated Miss DeMolay of Western Pennsylvania.

This listing of Past State Sweethearts was compiled with the available information from the *Keystone Crusader* archive. It is incomplete, but tells us several things. First, like all DeMolay programs, the interest varies significantly. Second, the program began as an annual title, and nothing more. Only since 1987 has the State Sweetheart been asked to travel to Chapters to promote DeMolay programs. In 2001 the State Sweetheart began to voluntarily promote Chapter involvement in the designated State Charity.

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List any hobbies or special interests:

I understand that if I am elected State Sweetheart of Pennsylvania DeMolay, I will be expected to attend in formal attire all such events as specified by Pennsylvania DeMolay.

I have enclosed a 5" x 7" or an 8" x 10" color photograph, or I have emailed a high resolution color JPEG photograph to the Executive Secretary.

My adult female chaperone will be \_\_\_\_\_  
and they will be registered and present at the Convention during the entire time I am there. I understand that I am subject to all the rules and regulations that govern the DeMolays while at the Convention.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Sweetheart

I / we approve of our daughter's candidacy for the position of State Sweetheart.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Parent or Guardian of Sweetheart

### **SPONSORING CHAPTER'S CERTIFICATION**

We certify that the above candidate for State Sweetheart has been selected by the members of our Chapter and approved by the Advisory Council. We further certify that, to the best of our knowledge, all the statements contained in this application are true. We understand that our candidate may not be present at or participate in the Convention program without a registered adult female chaperone on site at all times. We agree that it is our responsibility to provide a chaperone who is responsible for our candidate, and that none will be assigned by Convention staff. We understand that we may engage an adult female chaperone who is already supervising one other State Sweetheart candidate.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Chapter Advisor / Chairman

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Master Councilor of Sponsoring Chapter

**DEADLINE: July 10, 2011**

Mail form and photograph to:  
Pennsylvania DeMolay, 1244 Bainbridge Road, Elizabethtown, PA 17022  
or e-mail or fax a scanned copy to PADeMolay@gmail.com