


DELTA INTERNAL DEVELOPMENT

RITUAL & CEREMONIES

Delta Sigma Theta Sorority, Incorporated

THE NATIONAL RITUAL AND CEREMONIES COMMISSION

Participant Manual

AGENDA

- Ritual and Ceremonies Overview
- Changes to the Ritual
- What Every Delta Should Know
- Ceremony Preparation and Execution
- Ceremonies Review
- Summary
- Questions and Answers
- Closing and Evaluation

OBJECTIVES

- To increase participants knowledge of the Ritual
- To provide guidance on preparation, execution & adherence to the Ritual
- To provide information regarding major changes in the Ritual


Soror Sadie T. M. Alexander, 1st National President, reorganized the *Ritual*.

Prior to this official publication, the ceremonies were scattered in many documents and Sorors did not have individual copies.

[illegible]

Delta Sigma Theta's ceremonies represent a binding force of our values, beliefs, and principles.

Write a definition for ceremonies:



CHANGES IN THE RITUAL

CHAPTER MEETING

- ADDED - Sorors must be dressed in business attire (Page 1)
- ADDED - The President/Presiding Officer, Vice President, and Chaplain are standing behind the Ceremonial Table. If at any time during the ceremony the Torch of Wisdom becomes extinguished for any reason the President/Presiding Officer only is to relight it without words (Page 2)
- MOVED - President: Soror Secretary, is there a quorum present? Secretary: Soror President, there is (is not) a quorum present (Page 5)
- ADDED - Following the Singing of the Delta Sigma Theta National Hymn, Sorors Drop their Arms and hold hands of the Sorors standing next to them to recite or sing the Delta Mizpah (Page 8)

OMEGA OMEGA SERVICE

- ADDED - Order of the Processional:
- White Candle Bearer and Red Candle Bearer (side by side), All others enter one by one: Assisting Soror, Eulogist (soror), Chosen Sorors (in the order in which they speak), Chaplain, Chosen soror bearing purple violet corsage, President/Presiding officer (Page 59)
- ADDED - When the President/Presiding Officer is in place, the Sorors in the pews shall be seated (Page 61)

INSTALLATION OF OFFICERS

- ADDED-The outgoing/reelected President passes/retains the gavel, Ritual, Constitution and Bylaws. (Page 79)
- ADDED-State name and office one at a time beginning with the president (Page 80)

REDEDICATION

- ADDED- No pants (Page 98)
- ADDED-The ceremony participants should be in the following order (from participant right to left): Chaplain, Assisting Soror, Rededication Leader, Guardian of Lights, Chosen Soror, and President/Presiding Officer. Jewels should be seated together to the left of the ceremonial table (Page 85)
- ADDED- The Guardian of Lights, lights the Founders candles from behind the ceremonial table. She begins lighting the candles from her right to left (front 11 first and then back row). Founders candles are lit from the Torch of Wisdom. The Torch of Wisdom is not to be moved (Page 98)

PYRAMID INDUCTION

- ADDED - The President raps three times. Pyramids stand, join hands facing outward and form a circle. Sorors stand and form a circle around the Pyramid Circle and sing the "Pyramid Hymn." When numbers do not allow such a formation, Pyramids may be grouped in such a way that will allow Sorors to form a circle around the Pyramid Circle.
- ADDED - Please refer the Administrative Procedures for Membership Intake for guidance (Page 103)

WHAT EVERY DELTA SHOULD KNOW: HELPFUL HINTS

RAP ORDER

- One Rap: _____
- Two Raps: _____
- Three Raps: _____

THE SACRED VOW: "MEMBERSHIP IN DELTA SIGMA THETA IS A LIFETIME COMMITMENT."

The statement is recited in unison during the following ritualistic ceremonies:

- •Regional Conference Opening Ceremony
- •Regional Conference Closing Ceremony
- •Grand Chapter Formal Opening
- •First Meeting of New Chapter
- •Rededication Ceremony
- •Pyramid Induction
- Initiation Ceremony

THE SACRED TRUST: "THE INDUCTION OF NEW MEMBERS INTO DELTA SIGMA THETA IS THE SORORITY'S MOST SACRED TRUST."

This statement is recited in unison during the following ritualistic ceremonies:

- Grand Chapter Formal Opening
- First Meeting of New Chapter
- Rededication Ceremony
- Pyramid Induction
- All Jewel Ceremonies
- Initiation Ceremony

THE DELTA OATH

- When reciting The Delta Oath, stand and place the right hand over the heart and affirm with the presiding officer.
- While reciting the Oath there should be no improvisations or substitutions for words.

PREPARATION AND EXECUTION OF CEREMONIES

PREPARATION

- Select rooms or facilities that provide a quiet atmosphere conducive for private and uninterrupted ceremonies, appropriate lighting and seating.
- Allow ample time for set up and dismantle of ceremonial properties.
- Assign sorors to specific parts in the ceremony including
 - speaking roles
 - Set up and dismantle
- Rehearse the ceremony with officers and participating sorors. Set aside time to read over all parts and italicized instructions. Pay close attention to directions and instructions.
- Identify appropriate music as indicated in the Ritual before each ceremony.
- Make sure the sound system is adequate or an accomplished Delta musician is available to play ceremonial music.
- Encourage participants to arrive early in a mood of quiet contemplation recognizing the sacred nature of the ceremony or service.

EXECUTION

- When conducting a ceremony, create an atmosphere that promotes memorable experiences.
- Ceremonies should be executed according to instructions outlined in the Ritual. Follow the Ritual exactly as printed. Failure to do so shall result in sanctions.
- All sorors in attendance are participants in the ceremony, i.e. some ceremonies call for sorors to recite or sing in unison. Recognizing the proper protocol, attire and having the appropriate tools such as the Ritual are important.
- Speaking parts should be read articulately and eloquently.
- **Once the ceremony has begun NO ONE may enter the assembly until the conclusion of the ceremony.**

CEREMONIAL PROPERTIES

- Review the list of properties needed for each ceremony in the Ritual.
- Review the table diagrams provided in Appendix C of the Ritual for each ceremony.
- All properties must be provided for the appropriate Ceremony.
- New candles must be used for each ceremony. Do not recycle candles.
- White table cloths should be cleaned and ironed for each ceremony.
- Clean all properties after each ceremony by removing wax from candle holders, the Sigma, the table cloth or any other property.
- Always have extra candles near the property table. During long meetings or ceremonies when candles burn low, they should be replaced by the appropriate officer.
- When replacing a low burning candle, the new candle is always lit from the Torch of Wisdom and then replaced.

CEREMONIES REVIEW

CHAPTER MEETINGS

During chapter opening and closing ceremonies members should:

- Participate fully in each ceremony
- Bring a copy of the current edition of the Ritual
- Know and be able to sing all verses of the “Delta Prayer”, the “Delta Sigma Theta National Hymn”, and recite or sing the “Delta Mizpah” without referring to the Ritual. Ritual (pgs. 219-223)
- Know the gavel rap order.
- Review the ceremony directions in italics.

REGIONAL CONFERENCE

During Regional Conference/National Convention opening and closing ceremonies

- Refrain from taking photographs and/or video recordings during the opening and closing ceremonies.
- Remain standing in place until the processional has ended.
- Remain standing in place until the recessional has ended.

MEMORIAL OBSERVANCE

- As sorors silently enter the memorial service, they should turn on their penlights. Ritual (pg. 47)
- When the Regional/National Secretary calls your chapter name, all members of your chapter should _____. When the last name of the deceased soror in your chapter is called, _____ in acknowledgement of passage into Omega Omega and be seated. Ritual (pg. 49)
- When a Past National Officer, Past Regional Representative/Director’s name is called, all sorors in the Region stand and extinguish your penlight.
- Review the printed program.
- It is appropriate to relight your penlight and extinguish it as often as necessary to pay tribute to other sorors.
- When a Past National President, Past National Officer, or Honorary Member’s name is called, all in the assembly stand and extinguish their penlight in acknowledgement.
- Sorors remain seated and silent during the recessional. Ritual (pg. 56)
- Refer to Ritual (pg. 233) for Table set-up

CEREMONIES REVIEW

OMEGA OMEGA SERVICE

- All sorors, regardless of Financial Status, are due the rite of the Omega Omega Service.
- The Omega Omega Service is held in consultation with the deceased soror's family.
- If the National President, Past National President or current Executive Committee Officer is present, she is invited to participate.
- The Floral Tribute should remain in place until the end of the funeral service. (Ritual, pg. 238)
- PRACTICE, PRACTICE, PRACTICE and check the needed properties and logistics of the location where the service is being held.

Processional

- The procession will be lined up according to speaking order.
- The president and assisting sorors will walk down the aisle and stand to the right of the bier or in an appropriate space in the church or funeral parlor.
- Adjust according to the size of the location.

Attire

- Pants and work uniforms are not appropriate attire for members of Delta Sigma Theta Sorority, Inc. during the service.
- The presiding officer and assistants wear fresh, pressed white robes.
- Sorors wear black attire and should wear the official sorority pin and violets.

INSTALLATION OF OFFICERS

- Chapter officers for the ensuing term shall be installed as provided by the Constitution and Bylaws or the Chapter Rules of Order / Policies and Procedures.
 - Incoming officers must be installed prior to the beginning of the new Sorority year or before assuming the duties of the office for which they have been elected.
 - The installing officer is a past national officer, a past President of the chapter or a charter member of the chapter.
- **Is it permissible to omit sentences that are not relevant to the situation?**
 - It is permissible to omit sentences that are not relevant to the situation. For example, if the officer is being re-elected it is not necessary to read, "Will you pass the emblems of your authority as National President to your successor" if the National President has been reelected. However, it is not permissible to create your own text for the ceremony.
 - Appropriate emblems of the office to pass on to the successor should be available and readily accessible. **For committee chairs, secure an official document to pass and avoid the use of "dummy" properties.**

CEREMONIES REVIEW

REDEDICATION CEREMONY

- Rededication should be held in an attractive, quiet facility.
- Rededication may be held at a Founders Day Event/Program or following a chapter meeting.
- Sorors process according to their respective role in the ceremony, with the president/presiding officer last. The recessional is in reverse order, with the president/presiding officer leading.
- Sorors remain _____ for processional and _____ for the recessional.
- The Founders candles are placed to the _____ of the presiding officer as she is standing behind the ceremonial table.

Ceremony Preparation

- Review the Ceremony Preparation and Execution component. Ritual pgs. 97-99

Chapter Properties

- Review Properties for Ceremony as listed in the Ritual pgs. 97, 234

Rehearsal

- Review the list of sorors who are included in the processional.
- Conduct a walk-through of the ceremony.

Attire

- Ceremony Participants – white robes (no pants)
- Jewels – red robes (no pants)
- Sorors – Attire color determined by the chapter(s) involved
- Review Ritual page 84 and Protocol and Traditions Manual pages 11-12)

Lighting of the Candles

- The Jewels should pick up the candles from the Sigma and light from the Torch of Wisdom. Jewels state the name of the jewel before and after.
- The Guardian of Lights holds the Torch of Wisdom as she talks. She does not pick up the Torch of Wisdom. Ritual (pg. 105)
- The Guardian of Lights should light the Founders candles from behind the table beginning from right to left.
- Avoid fire hazards. Watch sleeves of robes and make sure the candles are placed securely in the candle holder.
- Torch Bearers should walk past each row. When passing a row, penlights are ignited.
- The candles are extinguished in the following order: Ritual (pg.109)
 - Candles representing the Founders in the order in which they were lit.
 - Candles in the Sigma from Compassion to Temperance
 - Fundamental Principles
 - Torch of Wisdom

MEMBERSHIP INTAKE CEREMONIES

PYRAMID INDUCTION CEREMONY

Ceremony Preparation

- Review the ceremony preparation and execution component.

Chapter Properties

- Review properties for ceremony as listed in the Ritual Page 113-235.

Rehearsal

- Conduct a walk-through of the ceremony.
- Review the list of Sorors who are included in the processional.
- Review placement of Minerva Circle during the ceremony.
- Designate the Soror to escort the pyramids into the assembly.
Review Ritual (pg.114)
- Chapter Officers – white robes (no pants)
- Minerva Circle – red robes (no pants)
- Sorors – black business attire (no pants)
- Candidates – white business attire (no pants)
- Failure to adhere to dress code will result in not being admitted to the ceremony.
Review Ritual (pg. 114)

RIBBON PINNING

- **This is not a ceremony!**
- Appropriate Gifts
 - Refrain from buying or making gifts that have “Delta Sigma Theta” or the Greek symbols.
 - This is not a contest to see which “Special Soror” can out spend the next.

JEWEL CEREMONY

- Jewel Day Preparations
 - Ceremony
 - Educational Components
 - Symbolic Quest
- Ending the Jewel Day
 - Extinguish the candles that represent the Jewels in the proper order

SYMBOLIC QUEST

- The Symbolic Quest is a major component for each Jewel Ceremony
 - Rehearsal
 - Attire
 - Preparation

MEMBERSHIP INTAKE CEREMONIES

THE CROSSING OVER CEREMONY

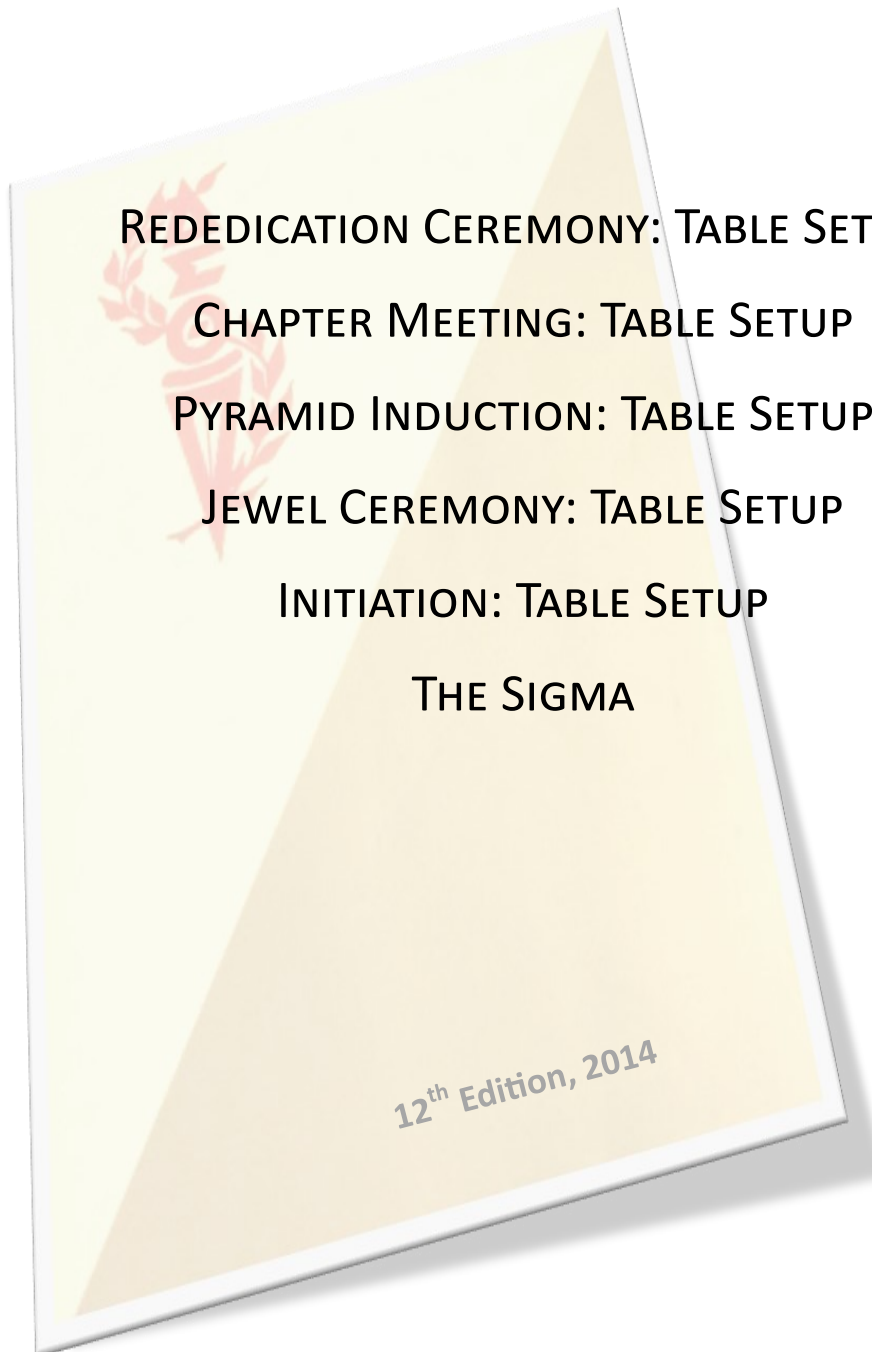
Ceremony Execution

- Pyramids may walk simultaneously on the path, but they should stop at each step as individuals.
- Nine Pyramids can be on the path at any one time.
 - Example: Pyramid 1 can be at Step 2 while Pyramid 2 is at Step 1, but Pyramid 1 and 2 are not at Step 1 together.
- The Jewels should say F__T__D__ when a Pyramid comes to her station before the Pyramid reads the card.

THE INITIATION CEREMONY

- Seating of guests
- Passing secrets to pyramids
- Pinning the initiate
- Responsibilities of sergeant-at-arms
- Review the secrets before the ceremony so that all the new initiates are given the same information. Remember that paper work must be completed before the celebration begins.
- The sergeant-at-arms should verify membership of those entering the ceremony. Sorors without proper identification should not enter.
- Once the ceremony starts, only the designated soror who is to bring Pyramids into the room and the Pyramids should enter. If a soror has to leave, she is not readmitted to the room.

12th Edition, 2014



REDEDICATION CEREMONY: TBLE SETUP



Torchbearers (Side)



Jewels(Side)

Line up – Processional

Protocol Designee

Jewels

Torchbearer

Torchbearer

Chaplain

Guardian of Lights

Chosen Soror

Rededication Leader

Assisting Soror

Presiding Officer

Torchbearers sit in front rows

or to right of ceremonial table

(to the right of the Presiding Officer)

Additional Properties

Gavel, Snuffer, Lighter,

Eight (8) White Robes,

Nine (9) Red Robes – Jewels,

Thirty-four (34) white candles,

(22 Founders – 9 Jewels -1 Fundamental Principles 2 torch bearers)

One (1) Red Candle, One (1) Red Candle

Violets (small cluster)

The nine jewels will follow in the processional *behind protocol designee and stand at their seats (side/left of ceremonial table.)*

Torchbearers – 2 chairs at end of table side/right of ceremonial table – come to front for candles to be lit by Guardian of Lights.

Sorors remain seated as the processional enters and the presiding officer gets to her position on the dais. The sorors will stop at their designated seats at the table as indicated above. The Guardian of Light actually holds the Torch of Wisdom (*does not pick up*).

Reference pages 97-98 - 12th Edition 2014 of the Ritual

Processional and properties refer to page 97 in the Ritual – Revised Edition (12th) -2014 and page 234 (diagram)

THE CHAPTER MEETING OPENING CEREMONY



1. White Candle - Fundamental Principles
2. Red Candle - Torch of Wisdom
3. Ritual
4. Chapter Management Handbook
5. Constitution and Bylaws
6. Robert's Rules of Order
7. Candle Lighter
8. Candle Snuffer
9. Gavel
10. White Table Cloth
11. Delta Pennant

THE PYRAMID INDUCTION CEREMONY



1. White Candle - Fundamental Principles
2. Red Candle - Torch of Wisdom
3. White Candles for Candidates
4. Sorority Pin on Small White Cushion
5. Pyramid Pins
6. Gavel
7. Candle Lighter
8. Candle Snuffer

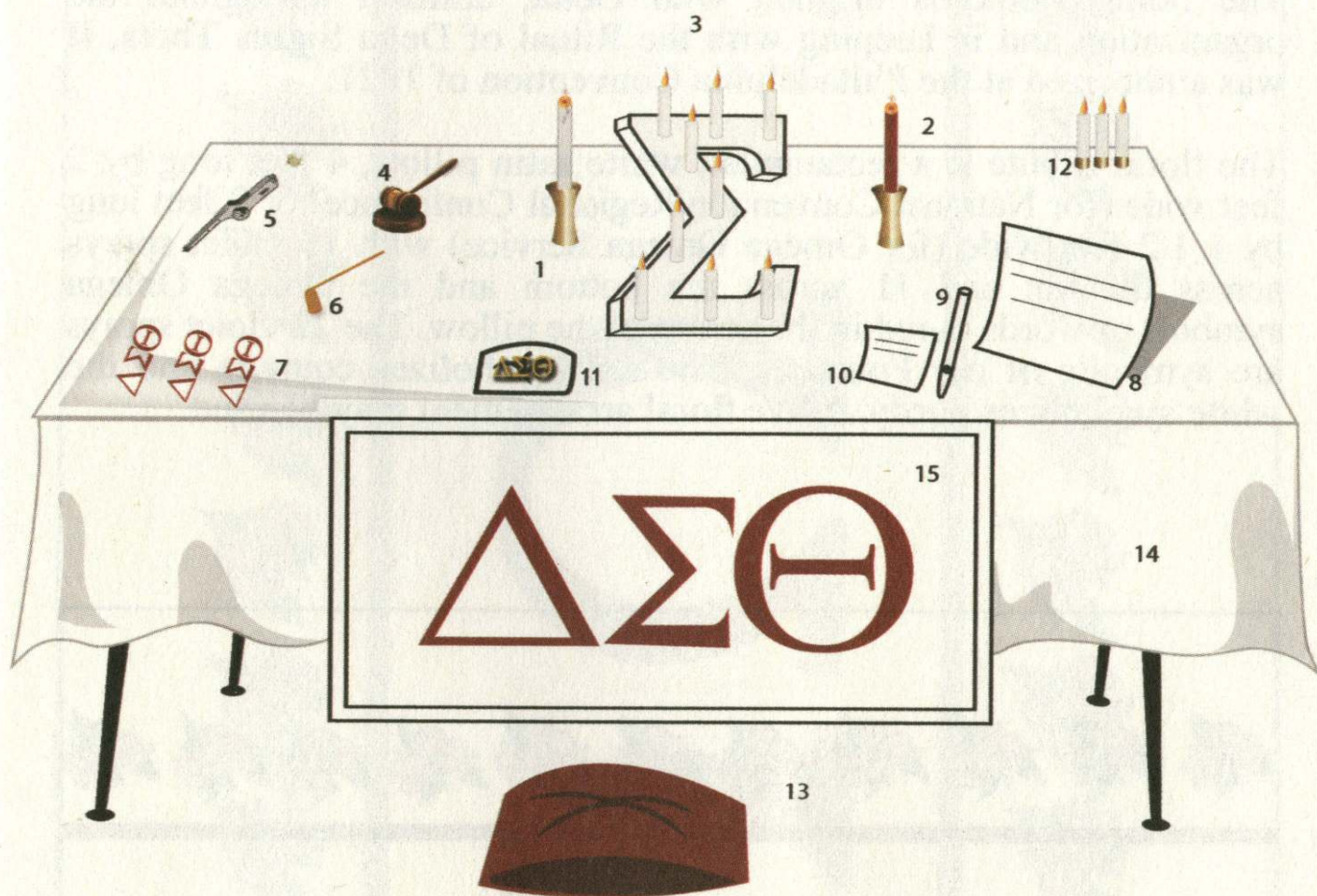
9. Prompter with Bond in Large Print
10. Pen
11. Bond Signature Page
12. Delta Pennant
13. Red Cushion for Kneeling
14. White Tablecloth
15. Violets

THE JEWEL CEREMONY



1. White Candle - Fundamental Principles
2. Red Candle - Torch of Wisdom
3. Sigma - Nine White Candles
4. Candle Lighter
5. Candle Snuffer
6. Ritual
7. Gavel
8. White Table Cloth
9. Delta Pennant

THE INITIATION CEREMONY

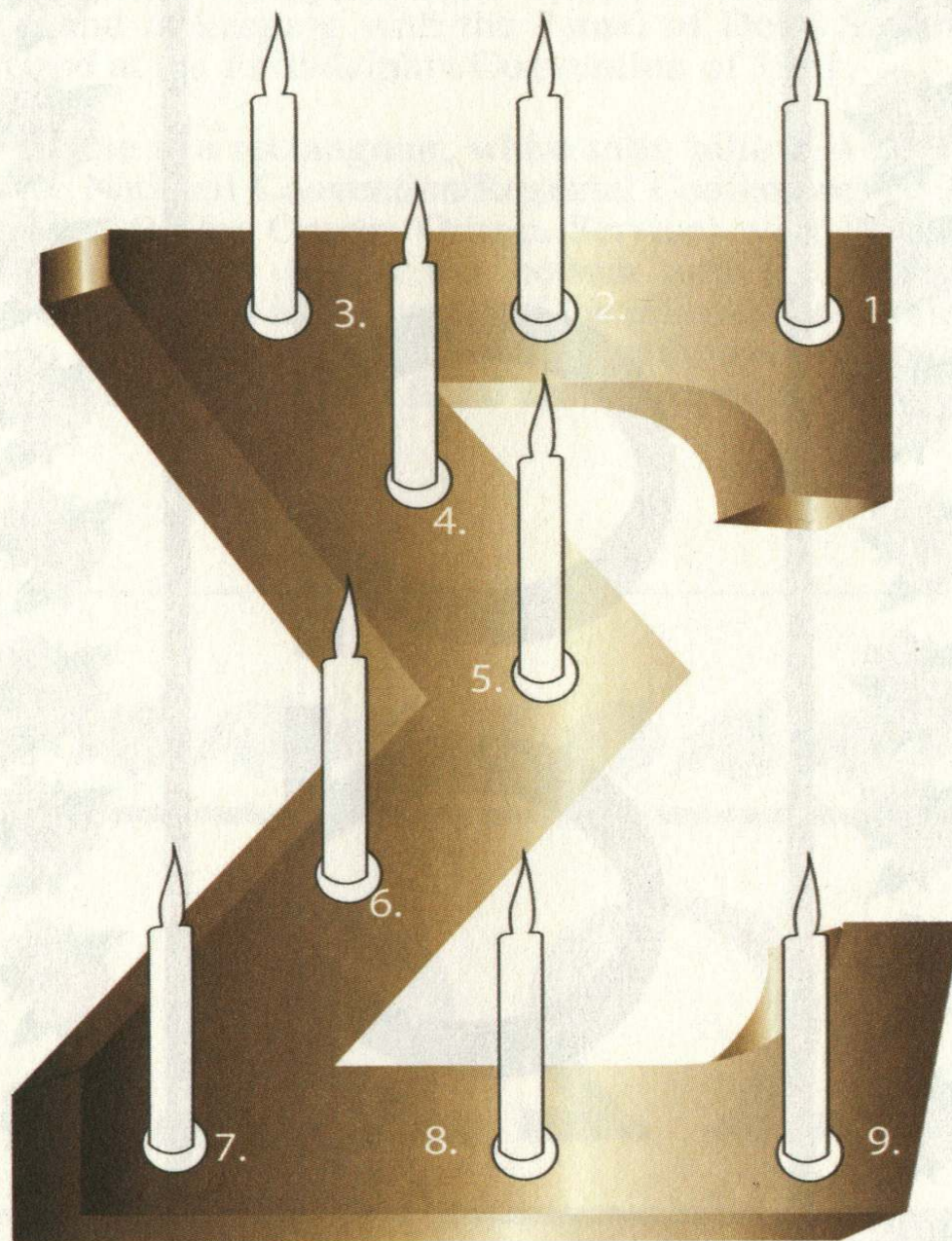


1. White Candle - Fundamental Principles
2. Red Candle - Torch of Wisdom
3. Sigma - Nine White Candles
4. Gavel
5. Candle Lighter
6. Candle Snuffer
7. Sorority Pins for Candidates
8. Prompter with Pledge in Large Print

9. Pen
10. Pledge Signature Page
11. Sorority Pin on Small White Cushion
12. White Candles for Candidates
13. Large Red Pillow for Kneeling
14. White Tablecloth
15. Delta Pennant

THE LIGHTED CANDLE TRIBUTE - SIGMA

A special candleholder made in the form of a Sigma or nine candles in candleholders placed in the formation of Sigma



1.COMPASSION
2.COURTESY
3.DEDICATION
4.FELLOWSHIP
5.FIDELITY

6.HONESTY
7.JUSTICE
8.PURITY
9.TEMPERANCE

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