**Installation**

A logo with text and a circle

Description automatically generated with medium confidence



**Ceremony**

**2024 -2026**

We have arrived at one of the high moments of the evening, the transition to a new day and a new administration. The saying is “Home is where the Heart Is,” and our heart is within this organization. The heart of our home is the officers and members.

The \_\_\_\_\_\_\_N**ame of club**\_\_\_\_\_\_consist of members with a purpose; to improve the lives of others by giving so freely and generously to others. We celebrate your accomplishments throughout the year.

This evening is also an evening of rejoicing. We rejoice as we pay tribute to your retiring president, \_\_\_\_\_**Insert President’s name\_\_\_\_\_\_\_** and the officers who have given of their time and wisdom to conduct the goals of this administration. Your dedication to the organization is commendable. Thank you for encouraging your members to give kindly to the 2022-2024 projects and programs. You have led your club with grace and compassion. **Applaud**

Welcome to the Installation Ceremony of the Officers who will serve for the 2024-2026 Administration.

It is a special honor to conduct this ceremony tonight and I want to thank \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_for offering me this privilege.

GFWC is also composed of a wonderful group of women with a passion to enhance the lives of those in their communities. They are the heart of our Home, and the light that shines brightly in the hearts of all club women. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Past President\_\_\_\_\_\_\_\_\_\_ will light the candle to illuminate the dedication and respect we have for this great organization.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Treasurer**, Please come forward.

Your position is the foundation of the organization, I know you will take the tasks seriously, as it requires hours of faithful and thorough concentration, it is your responsibility to keep accurate records of all finances. Your heart will beat to the monetary well-being of this club, keeping our membership, Executive Board and the President informed of its finances and meeting all other obligations. I know this club in good hands.

Please light your candle as a symbol of your acceptance of this position.

Please welcome \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ treasurer

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Recording Secretary,** Please come forward.

The door of the home keeps us safe, as well as a means of access. If left open anything can happen, so, it is your duty to protect the opening of the door and the club records. Because! As secretary you are the keeper of the records and must keep them safe for our future. Your records serve as an entrance to the past, the present and our future. It is your duty to provide copies of these records in a timely manner. Taking that step to ensure the fate of our history is a great responsibility, one I know you will fulfil.

Please light your candle as a symbol of your acceptance of this position.

Please welcome \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Recording Secretary

**(Option 1)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Vice President**, Please come forward. The landscape of the home is sprinkled with flowers where growth and abundance are enjoyed. And this takes work, so Dig In! to your heart’s content. This is your training period, a time of listening, a time of learning and a time of growing. Take this position to heart and become part of our foundation. Your dedication to GFWC is special and I know you will strive to fulfill this especially important position.

Please light your candle as a symbol of your acceptance of this position.

Please welcome \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Vice President

**(Option 2)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Vice President,** Please come forward.

As Vice President, You will be taking to heart many activities surrounding this club. Imagine gathering on the porch of the home with your new friends. If the home is where the heart is, then the porch is where the soul resides. It is a place to express ideas and creativity for the growth of our federation. No matter the type, the porch provides the ideal opportunity to share your knowledge and your expertise. And did I mention, if the president and the president elect are unable to perform their duties, this also becomes your responsibility. With this position comes various tasks and many responsibilities. Through your commitment, I feel sure you will find joy and pleasure serving as Vice President.

Please light your candle as a symbol of acceptance of this position

Please welcome \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Vice President

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ President elect,** Please come forward.

Thank you for putting your heart into the leadership of this club. It has brought you to the front door. Pausing before stepping over the threshold to the future. And, if for some reason the President is unable to perform her duties, Be ready to step in! These are not easy tasks, but with your wisdom and patience, you will stand sturdy at the door.

Your years of training and experience will enable you to fulfill each duty with confidence as President elect.

Please light your candle as a symbol of acceptance of this position

Please welcome \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, President elect

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ President**, Please come forward. What a special moment! For you, and for the members! As president you will lead with graciousness, enthusiasm, and consideration. Your heart may skip a beat, but it will always be strong. You shall preside, appoint, approve, supervise, issue, plan, present, visit, travel and speak in the name of the organization…All with that sweet smile and giving heart, Leading the club through another successful administration. You have strived to always look to the future and what is best for this club. Your members are fortunate to have you in their heart and their home.

To the members, will you give of your heart to the upcoming opportunities of improving your home, the \_\_\_\_\_\_\_\_\_\_**Name of club\_\_\_\_\_\_\_\_**. Please respond with “I will”.

You are Blessed to have these dedicated ladies continuing to build a better community. With your assistance they will give so generously for the good of all mankind.

It is my Honor to install you as President of \_\_\_\_\_\_\_**Name of Club\_\_\_\_\_\_\_**. Will you light the remaining candle in our home, enlightening your dedication and devotion.

Please welcome the 2024-2026, \_\_\_\_\_\_\_\_\_**Name of Club and President\_\_\_\_\_**

**\_\_\_\_\_\_\_\_2022-2024- Outgoing President \_\_\_**will you come forward and officially pass this privilege on to \_\_\_\_\_\_\_\_\_\_\_\_**2024-2026 president\_\_\_\_\_\_\_\_\_\_** as you present her with the President’s pin and gavel.

**\_\_\_\_\_\_\_\_\_\_\_\_2024-2026 president\_\_\_\_\_\_\_\_\_\_\_**, will you present our honorable President \_\_\_\_\_\_\_\_**2022-2024**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ with her Past President’s pin. Wear this pin with great pride in your success and your leadership. Thank you for your service.

This concludes the installation of the 2024-2026 Officers.