

**RULES AND REGULATIONS OF THE JURISDICTIONAL BETHEL OF QUEENSLAND  
OF THE JURISDICTIONAL GUARDIAN COUNCIL OF QUEENSLAND  
JOB'S DAUGHTERS INTERNATIONAL**

**ARTICLE I. NAME.**

Section 1. Name.

- (a) The name of the organisation is the Jurisdictional Bethel of Queensland, of the Jurisdictional Guardian Council of Queensland, Job's Daughters International Inc.

**ARTICLE II. OBJECT.**

Section 1. Object.

- (a) The object of the organisation is to band together the eligible members of the Jurisdictional Guardian Council of Queensland of Job's Daughters International residing in Queensland to keep the interest of these members centered in the organisation. To:
- (i) Provide opportunities for greater social development
  - (ii) Promote interest in the growth and welfare of the Order in our State
  - (iii) Develop leadership while bringing these members into a closer working relationship with the JGC and with Daughters of Queensland
  - (iv) Provide support to Queensland Bethels, including demonstration of ritual work and assistance in the formation and institution of new Bethels.

**ARTICLE III. JURISDICTION.**

Section 1. Jurisdiction.

- (a) The Jurisdictional Bethel of Queensland of the JGC of Queensland, Job's Daughters International, shall be under the supervision of the JGC of Queensland.

**ARTICLE IV. MEMBERS AND OFFICES.**

Section 1. Membership.

- (a) The Jurisdictional Bethel of Queensland shall consist of:
- (i) Members of a Bethel in Queensland;
  - (ii) Majority Members of the Order up to twenty-three (23) years of age inclusive, residing in Queensland.
- (b) Petition for membership in the Jurisdictional Bethel of Queensland shall be made by, registering at the Annual Meeting of the JGC or, written correspondence during the term.
- (c) Jurisdictional Bethel Members of the Jurisdictional Bethel of Queensland aged from fifteen (15) years to twenty-three (23) years inclusive are eligible to become Officers of the Jurisdictional Bethel of Queensland.
- (d) All members of the Jurisdictional Bethel of Queensland are eligible to become Jurisdictional Bethel of Queensland Representatives.

Section 2. Registration.

- (a) Registration for Jurisdictional Bethel of Queensland shall be accompanied by the Annual Membership fee.
- (b) All registrations for membership shall be referred to the Jurisdictional Bethel of Queensland Committee.

Section 3. Honourary Life Membership.

- (a) A member in Good Standing of the Jurisdictional Bethel of Queensland who has married and/or has attained the age of twenty-four (24) years shall automatically become an Honourary Life Member of the Jurisdictional Bethel of Queensland and shall be presented with a Certificate by the Jurisdictional Bethel Honoured Queen.
- (b) A member who has attained the age of twenty-four (24) years shall be eligible to complete the current term.
- (c) An Honourary Life Member of the Jurisdictional Bethel of Queensland shall have all the privileges except voting rights and holding office in the Jurisdictional Bethel of Queensland.

Section 4. Jurisdictional Bethel of Queensland Officers.

- (a) The officers of the Jurisdictional Bethel of Queensland are as follows:
- (i) Jurisdictional Bethel Honoured Queen

- (ii) Jurisdictional Bethel Senior Princess
- (iii) Jurisdictional Bethel Junior Princess
- (iv) Jurisdictional Bethel Guide
- (v) Jurisdictional Bethel Marshal
- (vi) Jurisdictional Bethel Recorder
- (vii) Jurisdictional Bethel Treasurer
- (viii) Jurisdictional Bethel Musician
- (ix) Jurisdictional Bethel Chaplain
- (x) Jurisdictional Bethel Librarian
- (xi) Jurisdictional Bethel First Messenger
- (xii) Jurisdictional Bethel Second Messenger
- (xiii) Jurisdictional Bethel Third Messenger
- (xiv) Jurisdictional Bethel Fourth Messenger
- (xv) Jurisdictional Bethel Fifth Messenger
- (xvi) Jurisdictional Bethel Senior Custodian
- (xvii) Jurisdictional Bethel Junior Custodian
- (xviii) Jurisdictional Bethel Inner Guard
- (xix) Jurisdictional Bethel Outer Guard
- (xx) Jurisdictional Bethel Flag Bearer
- (xxi) Jurisdictional Bethel Pages
- (xxii) Jurisdictional Bethel Choir

Section 5. Jurisdictional Bethel of Queensland Representatives.

- (a) There may be Jurisdictional Bethel of Queensland Representatives to the various countries, states and provinces wherein Job's Daughters International exists.

**ARTICLE V. ELIGIBILITY, LOSS OF ELIGIBILITY AND REINSTATEMENT.**

Section 1. Eligibility.

- (a) To maintain eligibility to be a member in the Jurisdictional Bethel of Queensland a:
  - (i) Daughter must be a member in good standing in her Bethel; or
  - (ii) Majority Member must have been a member in good standing at the time of her Majority and be unmarried.

Section 2. Loss of Eligibility.

- (a) A Jurisdictional Bethel of Queensland Member who has been suspended or expelled from a Bethel shall subsequently lose her Jurisdictional Bethel of Queensland membership and honours.
- (b) A Daughter who becomes delinquent in her Bethel due to non-payment of dues shall have her membership in Jurisdictional Bethel of Queensland suspended.

Section 3. Reinstatement.

- (a) A Daughter who has previously been suspended or expelled or who has become delinquent in her Bethel, but who is later reinstated in her Bethel, may reapply for membership and reinstatement of honours in the Jurisdictional Bethel of Queensland (See Art IV, Membership and Registration, Sec 1 (a)).

**ARTICLE VI. OFFICER SELECTION .**

Section 1. Drawing.

- (a) The Jurisdictional Bethel Honoured Queen shall be drawn from Past Honoured Queens and Majority Members, aged between seventeen (17) years and twenty-three (23) years inclusive who have registered for this position and forwarded a letter of intent to the Jurisdictional Bethel Committee by the 1st of March of the same year. A Majority Member must have passed the Proficiency Test in a Bethel.
- (b) If no nomination is received from a qualifying Daughter/Majority Member (as above), the selection of Jurisdictional Bethel Honoured Queen may be drawn from Past Honoured Queens aged between fifteen (15) years and sixteen (16) years inclusive, or Past Jurisdictional Bethel Honoured Queens (See Art VIII Sect 1 (b) ) who have submitted written

- notification of their interest in the position prior to the Mid-Term Meeting.
- (c) Members registering for the position of Jurisdictional Bethel Honoured Queen shall be in good standing.
  - (d) The Jurisdictional Bethel Honoured Queen shall not concurrently hold the positions of Supreme Bethel Honoured Queen, Miss Queensland Job's Daughter, Miss International Job's Daughter, or Bethel Guardian.
  - (e) The Jurisdictional Bethel Senior Princess, Jurisdictional Bethel Junior Princess, Jurisdictional Bethel Guide and Jurisdictional Bethel Marshal shall then be drawn from Daughters who currently hold, or have held, that office or higher in a Chartered Bethel, and Majority Members, who have passed their Proficiency Test, aged between fifteen (15) years and twenty-three (23) years inclusive.
  - (f) The Jurisdictional Bethel Recorder and Jurisdictional Bethel Treasurer shall then be drawn from those members aged between seventeen (17) years and twenty-three (23) years inclusive who have registered for these positions. Those names not drawn are eligible to be placed in the container for the other positions. If no nominations are received, these positions will be drawn as per Section 1 (h)
  - (g) The Jurisdictional Bethel Musician shall then be drawn from those members aged between fifteen (15) years and twenty-three (23) years inclusive who have registered for this position. Those names not drawn are eligible to be placed in the container for the other positions. If no nominations are received, these positions will be drawn as per Section 1 (h).
  - (h) The names of the remaining, registered Jurisdictional Bethel members aged between fifteen (15) years and twenty-three (23) years inclusive shall then be drawn for Jurisdictional Bethel stations in the following order:
    - (i) Jurisdictional Bethel Recorder (if no nominations were received)
    - (ii) Jurisdictional Bethel Treasurer (if no nominations were received)
    - (iii) Jurisdictional Bethel Chaplain
    - (iv) Jurisdictional Bethel Librarian
    - (v) Jurisdictional Bethel First Messenger
    - (vi) Jurisdictional Bethel Second Messenger
    - (vii) Jurisdictional Bethel Third Messenger
    - (viii) Jurisdictional Bethel Fourth Messenger
    - (ix) Jurisdictional Bethel Fifth Messenger
    - (x) Jurisdictional Bethel Senior Custodian
    - (xi) Jurisdictional Bethel Junior Custodian
    - (xii) Jurisdictional Bethel Inner Guard
    - (xiii) Jurisdictional Bethel Outer Guard
    - (xiv) Jurisdictional Bethel Musician (if no nominations were received)
    - (xv) Jurisdictional Bethel Page
    - (xvi) Jurisdictional Bethel Flag Bearer
    - (xvii) Jurisdictional Bethel Choir
  - (i) The names of the remaining, registered Jurisdictional Bethel members aged between fifteen (15) years and twenty-three (23) years inclusive shall be drawn for Jurisdictional Bethel Representative positions by randomly selecting each Representative area.
  - (j) The names of registered Jurisdictional Bethel members aged up to fourteen (14) years inclusive shall then be drawn for Jurisdictional Bethel Representative positions by continuing to randomly select each Representative area.

## **ARTICLE VII. DUTIES OF OFFICERS.**

### **Section 1. The Jurisdictional Bethel Honoured Queen**

shall:

- (a) Preside at all meetings of the Jurisdictional Bethel, Promotional Ceremonies and at other ceremonies when requested to do so by the Jurisdictional Guardian and the Jurisdictional Bethel Committee.
- (b) See that the laws of the Jurisdictional Bethel are enforced.
- (c) Conduct the drawing for selection of Officers and Representatives of the Jurisdictional Bethel for the ensuing term, with the assistance of the Jurisdictional Bethel Committee.
- (d) Serve as the Installing Officer at the Jurisdictional Bethel Installation.
- (e) Assist the incoming Jurisdictional Bethel Honoured Queen in the preparation of the Installation Ceremony.
- (f) Visit Bethels, as often as possible, to promote goodwill within the Order.

### Section 2. The Jurisdictional Bethel Princesses

shall:

- (a) Work in conjunction with the Jurisdictional Bethel Honoured Queen. The Jurisdictional Bethel Senior Princess shall preside in the absence of the Jurisdictional Bethel Honoured Queen. If the Jurisdictional Bethel Senior Princess is also absent, the Jurisdictional Bethel Junior Princess shall preside.

### Section 3. The Jurisdictional Bethel Guide and Jurisdictional Bethel Marshal

shall:

- (a) Conduct Distinguished Visitors and promote the Jurisdictional Bethel.

### Section 4. The Jurisdictional Bethel Recorder

shall:

- (a) Attend all meetings of the Jurisdictional Bethel and keep a record thereof.
- (b) Receive all money due to the Jurisdictional Bethel and deposit it with the Jurisdictional Bethel Treasurer, taking a receipt for same.
- (c) Be custodian of the books of the Jurisdictional Bethel.
- (d) Deal with correspondence as required.
- (e) Send written notice of all meetings.

### Section 5. The Jurisdictional Bethel Treasurer

shall:

- (a) Receive all money collected by the Jurisdictional Bethel Recorder and pay out such money as approved by the members of the Jurisdictional Bethel, and in emergencies by a vote of the Jurisdictional Bethel Committee.
- (b) Keep a proper record of all financial transactions.

### Section 6. Reports and Auditing

- (a) The Jurisdictional Bethel Recorder and Jurisdictional Bethel Treasurer shall present written reports at the Jurisdictional Bethel Annual Meeting. These reports shall include a Statement of Receipts and Expenditure for the year.
- (b) The Associate Jurisdictional Bethel Guardian shall see that the books of the Jurisdictional Bethel Recorder and Jurisdictional Bethel Treasurer are audited prior to the Jurisdictional Bethel Annual Meeting.
- (c) The Associate Jurisdictional Bethel Guardian shall present the Audit Report at the Jurisdictional Bethel Annual Meeting.
- (d) The Jurisdictional Bethel Librarian shall provide a report at each Formal Meeting and submit reports on the activities of the Jurisdictional Bethel for publication in appropriate media.

### Section 7. Jurisdictional Bethel Representatives

shall:

- (a) Correspond with as many Bethels as possible in their Representative area,
- (b) Submit a report prior to the Jurisdictional Bethel Annual Meeting.

## **ARTICLE VIII. TERM OF OFFICE AND INSTALLATION.**

### Section 1. Term of Office and Installation.

- (a) The term of office of the Jurisdictional Bethel shall be from the Jurisdictional Bethel Installation in one (1) year to the Jurisdictional Bethel Installation in the following year.
- (b) A member shall not be installed into the office of Jurisdictional Bethel Honoured Queen more than once, unless no other nominations have been received. (See Art VI Sect 1 (b) ).
- (c) Vacancies shall be filled by a Jurisdictional Bethel member appointed by the Jurisdictional Bethel Committee.

## **ARTICLE IX. MEETINGS.**

### Section 1. Number of Meetings.

- (a) The Jurisdictional Bethel of Queensland shall hold a formal meeting at least three (3) months prior to the Installation of

the JGC. This meeting shall be referred to as the Jurisdictional Bethel Mid-Term Meeting.

- (b) The Jurisdictional Bethel of Queensland shall hold their Annual Meeting within a 14 day period prior to the installation of JGC Officers.
- (c) The Jurisdictional Bethel of Queensland shall hold their Installation within a 7 day period prior to the installation of JGC Officers but not before the Annual Meeting of the Jurisdictional Bethel of Queensland..
- (d) The Jurisdictional Bethel of Queensland may hold additional formal and informal meetings throughout the year, as desired.

#### Section 2. Business of Meetings.

- (a) The Jurisdictional Bethel Mid-Term Meeting shall include:
  - (i) Election of the Jurisdictional Bethel Guardian and Jurisdictional Bethel Associate Guardian
  - (ii) Secret ballot recommendation by the members of the Jurisdictional Bethel of five (5) members of the JGC, they hope will be considered by the Vice Jurisdictional Guardian for inclusion in the next Jurisdictional Bethel Committee
  - (iii) Selection of the next Jurisdictional Bethel Honoured Queen
  - (iv) Determination of the Annual Membership Fee for the following term.
  - (v) Determination of the Annual Refundable Deposit for the following term.
- (b) The Jurisdictional Bethel Annual Meeting shall include:
  - (i) Announcement of the Jurisdictional Bethel Guardian, Jurisdictional Bethel Associate Guardian and Jurisdictional Bethel Committee
  - (ii) Drawing of Jurisdictional Bethel Officers and Representatives for the forthcoming term
- (c) The Jurisdictional Bethel Installation shall include:
  - (i) Installation of Officers,
  - (ii) Investiture of Representatives,
  - (iii) Installation of Jurisdictional Bethel Guardians by the Jurisdictional Guardian and Associate Jurisdictional Guardian, and
  - (iv) Announcement of the Jurisdictional Bethel Committee by the Jurisdictional Guardian.
- (d) Any Formal meeting of the Jurisdictional Bethel of Queensland (including the Annual Meeting and/or Mid-Term Meeting) may also include:
  - (i) Welcome Ceremony;
  - (ii) Honourary Member Ceremony;
  - (iii) Presentation of reports
  - (iv) Presentation of awards
  - (v) Presentation of other appropriate ceremonies
  - (vi) Consideration/endorsement of any Amendments to the Bylaws of the Jurisdictional Bethel which are to be voted upon by members of the JGC during the forthcoming JGC Annual Meeting
  - (vii) Any other business as deemed necessary by the Jurisdictional Bethel Honoured Queen.

#### Section 3. Notice of Meetings.

- (a) Formal meetings of the Jurisdictional Bethel (other than the Annual Meeting or Mid-Term Meeting) may be called by the Jurisdictional Bethel Honoured Queen. They may also be called by any three (3) of the remaining Jurisdictional Bethel line officers with the approval of the Jurisdictional Bethel Guardian.
- (b) Notification of all Formal meetings of the Jurisdictional Bethel shall be sent to all members of the Jurisdictional Bethel at least fifteen (15) days prior to the date of the said meeting.

### **ARTICLE X. REGALIA.**

#### Section 1. Regalia.

- (a) The Honoured Queen and Princesses of the Jurisdictional Bethel shall be provided with Jurisdictional Bethel Capes and Crowns.
- (b) Jurisdictional Bethel Officers are to wear long white dresses approved by the Jurisdictional Bethel Guardian.
- (c) The Honoured Queen and Princesses of the Jurisdictional Bethel shall be permitted to wear their Capes and Crowns with their approved dresses when making visits to Bethels.

- (d) Regalia, as designated above, may be worn at other functions when authorised by the Jurisdictional Guardian and/or the Jurisdictional Bethel Committee.
- (e) The Jurisdictional Bethel Officers and Representatives shall provide their own official regalia of the Order to be worn at Promotional Meetings.

## **ARTICLE XI. MEDALLIONS, SASHES AND PINS.**

### Section 1. Medallions.

- (a) The Jurisdictional Bethel Officers shall be provided with medallions designating their offices.
- (b) Medallions shall be returned to the Jurisdictional Bethel Guardian prior to the Jurisdictional Bethel Installation.

### Section 2. Sashes.

- (a) The Jurisdictional Bethel Honoured Queen shall be provided with a Jurisdictional Bethel Honoured Queen sash.
- (b) The sash shall be of Green and Gold colouring.
- (c) During her term, the Jurisdictional Bethel Honoured Queen shall be privileged to wear the Jurisdictional Bethel Honoured Queen sash when representing the Order at functions at which the wearing of Official Jurisdictional Bethel Regalia is not required.
- (d) The Jurisdictional Bethel Honoured Queen shall be allowed to keep her sash upon the successful completion of her term.

### Section 3. Jewels.

- (a) The Jurisdictional Bethel Honoured Queen shall receive a Past Jurisdictional Bethel Honoured Queen jewel upon completion of her term, provided she has met all the requirements as outlined in these Bylaws, to the satisfaction of the Jurisdictional Bethel Committee.

## **ARTICLE XII. FINANCES.**

### Section 1. Fees.

- (a) Each eligible Member of the Jurisdictional Bethel of Queensland shall pay the Annual Membership Fee.

### Section 2. Deposits

- (a) A refundable deposit shall be collected at each Annual Meeting. This deposit shall entitle the member to:
  - (i) The Regalia of her station
  - (ii) A copy of the Bylaws of the Jurisdictional Bethel
  - (iii) A copy of the Book of Ceremonies/Handbook of the Jurisdictional Bethel.
- (b) This deposit shall be refunded to the Member when the above items have been returned to the Jurisdictional Bethel Guardian. If they are not returned, the full cost of the items, less the deposit, shall be paid by the Member.

### Section 3. Receipts.

- (a) All monies collected in the name of the Jurisdictional Bethel shall be banked in the Jurisdictional Bethel account.

### Section 4. Disbursements.

- (a) The Jurisdictional Bethel Treasurer shall pay all accounts approved by the Members of the Jurisdictional Bethel from the Jurisdictional Bethel account.

## **ARTICLE XIII. JURISDICTIONAL BETHEL GUARDIANS.**

### Section 1. Jurisdictional Bethel Guardians.

- (a) Eligible persons are Past Bethel Guardians and Past Associate Bethel Guardians, including those currently completing their term of office of Bethel Guardian or Associate Bethel Guardian in their Bethel.
- (b) The Jurisdictional Guardian and the Associate Jurisdictional Guardian shall not hold the office of Jurisdictional Bethel Guardian or Associate Jurisdictional Bethel Guardian unless completing their current term of office.
- (c) The Jurisdictional Bethel Guardian and the Associate Jurisdictional Bethel Guardian cannot serve more than two (2) consecutive years in that position.

Section 2. Election of Jurisdictional Bethel Guardians.

- (a) Prior to the election of the positions of Jurisdictional Bethel Guardian and Associate Jurisdictional Bethel Guardian, all eligible persons who are willing to serve, will rise and state their name.
- (b) A secret ballot of the Jurisdictional Bethel Members will take place for each position.
- (c) The person receiving the highest majority vote shall be declared the Jurisdictional Bethel Guardian elect or Associate Jurisdictional Bethel Guardian elect.

**ARTICLE XIV. JURISDICTIONAL BETHEL COMMITTEE.**

Section 1. Jurisdictional Bethel Committee.

- (a) A Committee of five (5) members, in addition to the Jurisdictional Bethel Guardians, shall be appointed by the Jurisdictional Guardian elect
- (b) The Jurisdictional Bethel Guardian shall be the Chairman
- (c) In the absence of the Jurisdictional Bethel Guardian, the Associate Jurisdictional Bethel Guardian shall chair the meeting.
- (d) No person shall be appointed to the Jurisdictional Bethel Committee for more than three (3) consecutive terms.
- (e) It shall be the duty of the Committee to:
  - (i) Supervise the activities of the Jurisdictional Bethel.
  - (ii) Make a report at the JGC Annual Meeting as to the progress and condition of the Jurisdictional Bethel.
  - (iii) Perform such other duties as may be for the welfare of the Jurisdictional Bethel.

**ARTICLE XV. AMENDMENTS.**

Section 1. Amendments.

- (a) Proposed amendments to these Bylaws must, in addition to all other requirements, be endorsed by a two-thirds (2/3rd) majority vote by members of Jurisdictional Bethel present at a Formal Meeting in order to be eligible for submission to the JGC Annual Meeting for consideration.

**APPROVED - JURISPRUDENCE COMMITTEE**

|                             |            |
|-----------------------------|------------|
| Chairman _____              | Date _____ |
| _____                       | Date _____ |
| _____                       | Date _____ |
| _____                       | Date _____ |
| _____                       | Date _____ |
| _____                       | Date _____ |
| Vice Supreme Guardian _____ | Date _____ |