

# KENTUCKY CHAPLAIN PLAN OF ACTION 2018-19

Congratulations on your position as Chaplain of your Unit. You are the spiritual leader of your Unit and provide prayers, a supportive shoulder to lean on, and a patient listening ear. Chaplains embrace diversity and differences in faiths. We can all be angels to one another by praying, comforting, supporting others as we work as one towards our Auxiliary mission.

## **DUTIES OF THE CHAPLAIN ARE:**

1. Open and close all meetings with prayer and/or inspirational thoughts. All prayers must be non-denominational.
2. Send appropriate cards as requested and as you hear or see on social media, Legion Family members needing spiritual guidance and/or comfort.
3. Drape the Charter in the event of the death of a Unit member.
4. Hold a Memorial Service for deceased members at the end of the year. You may be called upon to hold a Memorial Service for a Unit member at the time of death by a family member.
5. Send Deceased Member Form to Department Chaplain. Do not wait until the end of year to send names, please send daily or monthly. Use the Deceased Member form in your packet or submit online at the Department Website (<http://www.kyamlegionaux.org/programs-committees/chaplain>).
6. Promote and participate in the Four Chaplains Service, Flag disposal, and other patriotic ceremonies.
7. Visit sick members and Veterans in Hospitals, Nursing Homes or at their individual homes. Give them a Card or inspirational poem, and always have a smile.
8. Assist with Initiation Ceremony of new members.
9. Compile a Prayer book for your Unit, Juniors and/or Seniors. Remember to keep all prayers non-denominational
10. Include your Juniors in all ceremonies.
11. SEND at least ONE Prayer or Devotional thought to Department Chaplain: Nancy Moses, for Department President Jerilynn Kabel's Prayer book and with your permission it will be sent on to the National Chaplain for our National President's Prayer Book.
12. Send prayer requests for any person to me by filling out the form on the ALAKYChaplain Facebook page, the form in the packet, the form provided on the Kentucky ALA Chaplain page, by emailing me, or by calling me.
13. SENDING at least ONE Prayer or Devotional thought to Department Chaplain: Nancy Moses, for Department President Jerilynn Kabel's Prayer book and with your permission I will send it on to the National Chaplain for our National President's Prayer Book.

## **REPORTS:**

Year-End Reports: Unit Chaplain's Year End Report must be to the Department Chaplain by May 1, 2019.

## **AWARDS:**

**Unit Prayer Books** – Juniors and/or Seniors. All entries will receive a certificate. Prayer Books must be turned in at Spring Conference. If you can't have someone bring at Spring Conference, email me for other arrangements (brotherton42us@yahoo.com). Remember to center (top/bottom and side to side) your prayers on the page and/or devotional thoughts, including the name of the person submitting the prayer or inspirational thought. Don't forget to list all who submitted prayers (not the authors) in alphabetical order and centered on page. 1<sup>st</sup> and 2<sup>nd</sup> place trophies for Best Prayer Book Seniors and 1<sup>st</sup> and 2<sup>nd</sup> place trophies for Juniors.

**Department Meeting Prayers** - Certificate for the Unit Chaplain that submits a prayer to be used at any of our Conferences or Convention. The Department Chaplain will select prayers to be used from all entries. At Department Convention a drawing will be held out of all prayers submitted to win a personal gift from the Department Chaplain. Your prayer will also be featured in the Department President's prayer book.

**Angel of the Month** – We can all be angels to someone by providing comfort, care, support and a listening ear. Sharing your smile with someone may not mean a lot to you but to someone that needs some kind of acknowledgement, it may mean the world to them. Angels need to be nominated and each month out of all the nominations, one Angel will be the Angel of the Month. A certificate will be given and out of all Angels, one will be drawn for a special prize at June Convention.

## **FORMS:**

Forms for nominations, requesting prayers or reporting a deceased member are on the Chaplain page on the ALA Ky website for nomination or you can nominate/request prayers on the Chaplain Facebook (ALAKyChaplain) or you can email me at [brotherton42us@yahoo.com](mailto:brotherton42us@yahoo.com) or call me at 859-817-9237.