



Title: Director of Rituals
Category: Program
Change Authority: Executive Council

Number: JD 02
Effective: 10/09/2019
Last Modified: 10/09/2019

Position Summary

The Director of the Ritual Program, a volunteer Association Official of the Tau Beta Pi Association Inc., (hereinafter referred to as the Association), serves as the custodian of the Association's initiation ritual.

Duties and Responsibilities

- Attend the Convention and oversee the planning for and implementation of a model initiation.
- Negotiate annual Ritual Program operating budgets with the Executive Council and manage expenses to remain within those budgets.
- Review any recommended changes to the initiation ritual and present these changes to the Ritual Committee.
- Maintain a master copy of the initiation ritual and provide updated copies to the Executive Council and to the Executive Director for distribution to the collegiate chapters.
- Prepare for the Executive Council an annual status report on the state of the Ritual Program.
- Prepare a set of initiation equipment for newly chartered collegiate chapters
- Attend the Convention and three to four District Conferences each year.
- Comply with all Association policies and procedures.

Qualifications and Experience

- Must be an alumnus member of the Association.
- Familiarity with the Ritual and initiation ceremony, including insight into the history of the Ritual and recent changes thereto is desirable.
- Knowledge of electric circuits is desirable.
- Previous experience as an Association Official is desirable.