

## **Zeta Psi Officer Duties**

Sigma Rho – Sergeant at Arms

## **Description:**

 The Sigma Rho leads the chapter in ritual activities and maintains decorum throughout all chapter operations.

## Responsibilities:

- Plan, organize, and manage of all ritual-related chapter activities including ritual meetings and initiations.
- Oversees the safeguarding and storage of all chapter ritual materials to ensure all materials are kept organized and secure for the foreseeable future.
- Leads education of chapter members in ritual knowledge and customs including liaising between the chapter and The Torch Program.
- Act as a parliamentarian throughout chapter meetings and functions according to Robert's Rules of Order.

## **Additional Resources:**

- "The Torch of Zeta Psi" (zetapsi.org/thetorch)
- "College Regalia Ritual Resources" (<a href="http://bit.ly/zetapsiregaliashop">http://bit.ly/zetapsiregaliashop</a>)
- "Greek Marketplace Member Resources" (http://bit.ly/zetapsimarketplace)
- "Robert's Rules of Order" (rulesonline.com)