



WASHINGTON STATE YOUTH & GOVERNMENT

Rostrum Officers

Rostrum officers for the Senate and the House include:

- Secretary of the Senate and Chief Clerk of the House
- Parliamentarian
- Chaplain
- Reading Clerk and Assistants
- Sergeant-At-Arms and Assistants
- Secretary of the Cherberg Senate and Chief Clerk of the O'Brien House

These positions are elected at district events. Positions rotate between districts each year. See "Distribution of District and Statewide Elected Officials" to see what positions are open in your district for the current year. All candidates for Secretary of the Senate, Chief Clerk of the House, and Parliamentarian shall be in the 11th or 12th grade, or equivalent. Candidates for Chaplain, Reading Clerk and Assistants, and Sergeant-At-Arms and Assistants may be in grades 10th through 12th, or equivalent. Candidates for O'Brien House and Cherberg Senate rostrum staff may be in grades 9-12 or equivalent with one year of program experience.

All rostrum officers, with the exception of the Reading Clerk Assistants and Sergeant-At-Arms Assistants, **MUST** attend leadership training (dates available on the Program Calendar).

The **Secretary of the Senate** and the **Chief Clerk of the House** have the following responsibilities:

1. The Secretary and Chief Clerk shall preside over the organizational session of their respective chambers.
2. The Secretary and Chief Clerk shall serve as custodian of all official documents of their respective chambers. They shall receive and place bills on the docket as each is reported out of the Rules Committee or the opposite house. They shall be responsible for transmitting bills that have passed the chamber to the proper authority. They shall make sure that members are informed of all proposed committee amendments. They are responsible for receiving all official messages to their respective chambers.

3. The Secretary and Chief Clerk shall direct the activities of the officers of the lower rostrum.
4. The Secretary and Chief Clerk shall keep the official record of the proceedings in their respective chambers.
5. The Secretary and Chief Clerk shall serve on a legislative committee. **The House and Senate Parliamentarians** have the following responsibilities:
 1. The Parliamentarian shall provide parliamentary advice and counsel to the presiding officer. Parliamentary decisions shall be based upon "Washington State Youth and Government Rules of Order" and *Reed 's Parliamentary Rules*.
 2. The Parliamentarian shall also try to answer written parliamentary questions of members of the chamber.
 3. The Parliamentarian shall attend all sessions of the body.
 4. The Parliamentarian shall have the right to participate in debate and to vote, except in cases where a conflict exists between debate and performance of the Parliamentarian's official duties. Parliamentarians shall not participate in debate on an issue after offering an opinion on a parliamentary ruling.
 5. The Parliamentarian shall serve on a legislative committee.

The **House and Senate Chaplains** have the following responsibilities:

1. The Chaplains shall be alert to all opportunities to keep the core values of the YMCA – honesty, caring, respect, responsibility – before the members of the Youth Legislature.
2. The Chaplains shall prepare and deliver special inspirational messages for the opening of all sessions of their respective houses.
3. The Senate Chaplain shall prepare and deliver the closing message at the joint session(s). The House Chaplain shall prepare and deliver the opening message at the joint session(s).
4. The Chaplains shall have the right to participate in debate and to vote.

5. The Chaplains shall serve on a legislative committee.

The House and Senate Reading Clerk and Assistants have the following responsibilities:

1. The Reading Clerk shall read all bills, amendments and announcements as directed by the presiding officer and Secretary or Chief Clerk.
2. The Reading Clerk shall take all roll calls and keep a record of attendance.
3. The Reading Clerk and Assistants shall serve on a legislative committee.

The House and Senate Sergeant-At-Arms and Assistants have the following responsibilities:

1. The Sergeant-At-Arms shall organize Assistants into an efficient working team and assign specific duties, as required.
2. The Sergeant-At-Arms shall maintain order in the chamber and visitors' gallery.
3. The Sergeant-At-Arms shall permit only authorized persons to be on the floor of the chamber.
4. The Sergeant-At-Arms shall supervise all flag ceremonies.
5. The Sergeant-At-Arms shall act as an escort for all official dignitaries and visitors.
6. The Sergeant-At-Arms shall supervise all pages assigned to the chamber.
7. The Sergeant-At-Arms and Assistants shall serve on a legislative committee.

The Secretary of the Cherberg Senate and the Chief Clerk of the O'Brien House have the following responsibilities:

1. The Secretary and Chief Clerk shall serve as custodian of all official documents of their respective chambers. They shall receive and place bills on the docket as each is reported out of the Rules Committee or the opposite house. They shall be responsible for transmitting bills that have passed the chamber to the proper authority. They shall make sure that members are informed of all proposed committee amendments. They are responsible for receiving all official messages to their respective chambers.

2. The Secretary and Chief Clerk shall take all roll calls and keep a record of attendance. They shall assist the chair in matters of quorum.
3. The Secretary and Chief Clerk shall serve on a legislative committee.