

# The Silent Knight Manual

Concept by COL Craig L Carlson, KCTJ, CSE



Izmir, Turkey, December 26, 2002



# **Index**

## Silent Knight Manual of Conduct

1. Introduction
2. Vision
3. Silent Knights
4. Statement of Liability
5. Random Acts of Kindness
6. Title
7. Squires and Maidens
8. First Rule
9. Mentoring
10. Mentoring Suggestions
11. Squire and Maiden Uniform
12. Squire and Maiden Status after Completion of Service
13. Personal Conduct
14. Removal from the Squire and Maiden Program
15. Gifts versus Charity
16. Imitation is the Greatest Form of Flattery

# **SILENT KNIGHT MANUAL OF CONDUCT**

This manual establishes the conduct and procedures for individual participation in the Silent Knight Charity Program. This program is established with the consent of the International Grand Commander of the Knights Templar (OSMTH). It is an international effort that empowers every Knight and Dame to be a Knight indeed. Persons volunteer-ring to become SILENT KNIGHTS, provide anonymous gifts, encouragement, and hope to needy persons in their communities and nations in the spirit of our motto, “Not unto us, O' Lord, not unto us, but to Thy Name give glory.” We SILENT KNIGHTS seek no personal recognition for our acts of charity. The SILENT KNIGHT PROGRAM is designed to promote Christian values, foster good will for the Order, inspire our membership to serve God by serving others less fortunate, encourage recruitment of like minded individuals into our ranks, create good public relations for the Knights Templar and mentor youth.

**VISION:** It is the prayer of the founder and the leadership of the International Knights Templar that this program will encourage others to follow our example of service to God in the spirit of our motto, **“Not unto us, O' Lord, not unto us, but to Thy Name give glory.”** We pray for an international movement that will please God and serve humanity.

The following rules and definitions are provided:

**SILENT KNIGHTS:** All SILENT KNIGHTS are voluntary participants. All participants must adhere to the rules established in the SILENT KNIGHT MANUAL and the guidance provided by the Grand Prior of their nation. A SILENT KNIGHT is a person who desires to serve God and humanity in all its forms. SILENT KNIGHTS are men and women from all races, religions, cultures and ethnic backgrounds that share a respect for all inhabitants of this planet, wish to serve others and have the personal courage to act upon that heartfelt desire. They are special persons worthy of great trust.

**STATEMENT OF LIABILITY:** As an individual charitable movement, the SILENT KNIGHT PROGRAM, its founder, the International Knights Templar, nor the Grand Priories or Priories associated with same are liable for any misuse of this concept. All participants assume all personal risk in their voluntary activities under this program.

**RANDOM ACTS OF CHARITY** are determined and tailored to the need of the recipient by the individual SILENT KNIGHT. Random acts of charity can range from a SILENT KNIGHT card with a word of encouragement to whatever the financial resources the SILENT KNIGHT is comfortable committing to the effort. Financial wealth is not a requirement for providing hope in your community. Frequently a SILENT KNIGHT card with a sympathetic note can mean more to a person than money. By providing gifts anonymously, the SILENT KNIGHT PROGRAM does not create dependency or create expectations of more assistance. The SILENT KNIGHT may choose to provide gifts to the same recipient. Your kindness and the level of support you wish to provide is your decision.

The message from these random acts of charity is that there are people that care for others. These random acts should spread the love of God.

**TITLE:** Regardless of gender of the participating Knight or Dame, all participants are referred to as SILENT KNIGHTS in this program. Anonymity removes the need for gender identification.

## **SQUIRES AND MAIDENS:**

- All potential Squires and Maidens are invited to participate by their SILENT KNIGHT. Service is voluntary.
- All participating Squires and Maidens must be 18 years of age or older.
- There is no ceiling on the age of a Squire or Maiden. (Several have been 40 years of age or older.)
- Squire and Maiden service usually lasts for a one year period of time or whatever is mutually agreed upon.
- Although no Squire or Maiden is under the age of 18, it is recommended that Male Knights have Male Squires and Female Dames have Female Maidens. Discretion is advised.
- In the event a Knight or Dame desires to use their own child as a Squire or Maiden, their adherence to the rules set forth is advised.

**FIRST RULE:** The safety of any Squire or Maiden is NEVER compromised. All SILENT KNIGHTS are advised to err on the side of caution in every decision relating to the service of their Squires or Maidens.

#### **MENTORING:**

- Knights - Male members of the Order who choose to mentor a youth will mentor male Squires 18 years of age or older.
- Dames - Female members of the Order who choose to mentor a youth will mentor female Maidens 18 years of age or older.
- Squires and Maidens should not incur any expense while serving the SILENT KNIGHT. They should be reimbursed for fuel in the event they use their own automobile while serving their SILENT KNIGHT. Meals should be provided for Squires and Maidens when appropriate.
- Service as a Squire or Maiden will not interfere with school or employment.
- Squires and Maidens should be recommended by an educator or member of the clergy and have established reputations for good citizenship. They should be invited to attend Templar functions when possible. There is no guarantee of future knighthood in the Order through participation as a Squire or Maiden; however, we pray that through this type of participation the Squire or Maiden will desire to seek knighthood in order to carry on this activity and support our Order. When appropriate, worthy Squires and Maidens may be provided letters of recommendation to Universities, Colleges or future employers by their SILENT KNIGHT in recognition of service to the community. Networking within the Order is highly recommended to assist worthy Squires and Maidens in finding employment or scholarships.

#### **MENTORING SUGGESTIONS:**

- Squires or Maidens should develop a comfortable relationship with their SILENT KNIGHT.
- Frequency of service should be limited to one or two times a month.
- Do not over burden your Squire or Maiden.
- Invite them to get to know you and your family.
- Be honest and always tactful.
- Demonstrate your personal relationship with God through your actions.
- Encourage a spiritual life.
- Be responsive.
- Be respectful.
- Be patient and be polite.
- Teach them social graces, if needed.
- Introduce them to other Knights and Dames.
- Attend functions where your Squire or Maiden is performing (eg. football games, other sporting events, concerts, etc.) as comfort permits.
- Be interested in their welfare and experiences.
- Be positive.
- Talk about yourself and let them tell you about themselves.
- Be a good listener.
- Let them have access to you by phone or email.
- Make them a priority but let them come to you so you are not perceived as pushy.
- Do not talk about others in a negative way.
- Try not to be critical in your advice.
- Give advice in small doses.

#### **SQUIRE AND MAIDEN APPEARANCE:**

- Squires and Maidens will only be distinguished with a lapel pin.
- The lapel pin may be worn on collared shirts, sport jackets, suit coats, casual sweaters, or winter jackets.
- T-shirts or other less casual attire are not appropriate for display of SILENT KNIGHT pins.

**SQUIRE AND MAIDEN STATUS AFTER COMPLETION OF SERVICE:** Former Squires and Maidens may attend Templar events and wear their lapel pin on their suit, tuxedo, or dress. Attendance at events will require the payment of appropriate fees and be the responsibility of the individual Squire or Maiden. Knighthood into the Order will follow normal protocol and is not guaranteed. Most Knights and Dames are recruited only after acquiring a reputation for integrity, service to community, service to God, promotion

within their profession and nomination by a Knight or Dame. The average age of postulants is approximately 40 years of age within our Order. Youth is a wonderful thing... but maturity is essential to the integrity of the Order. It is recommended that Squires and Maidens attain the age of 30 before being considered for knighthood.

**PERSONAL CONDUCT:** All SILENT KNIGHTS will conduct themselves in the most Christian manner possible and seek to provide charity anonymously. The only absolute requirement for the success of the SILENT KNIGHT PROGRAM is that our participants be persons of unquestionable integrity in their dealings with all persons. Be a role model of personal conduct in all you do. Squires and Maidens are expected to act in such a manner that they bring credit to themselves and those they represent.

**REMOVAL FROM THE SQUIRE OR MAIDEN PROGRAM:** In most cases, the Squire or Maiden experience will end/terminate successfully. Both the SILENT KNIGHT and the Squire or Maiden should have created a bond that will last a lifetime. If the conduct of a Squire or Maiden during the term of their service requires disciplinary action from the judicial (legal) system or the educational institution they attend, the lapel pin should be withdrawn and their service terminated.

This understanding should be established at the beginning of the Squire or Maiden's service.

Immoral behavior, tardiness for Squire/Maiden duty or lack of interest should also be considered reasons for termination.

The SILENT KNIGHT has the responsibility for determining when to terminate Squire or Maiden service.

**GIFT VS CHARITY:** Charity is not welcomed by all and can be considered an embarrassment. To respect the dignity of all recipients of SILENT KNIGHT support, Squires and Maidens will be instructed to deliver the item as a gift from a chivalrous Christian Order. A gift is frequently accepted with gratitude where the same item, when provided as charity, is refused. Never underestimate the human need for respect. When providing an item without the use of a Squire or Maiden, SILENT KNIGHTS are encouraged to write a brief note of encouragement in the accompanying card stating: "Please accept this gift from persons that care about you."

**IMITATION IS THE GREATEST FORM OF FLATTERY:** Praise God if other non-Knights Templar desire to serve others in similar activities. It is a blessing of great worth to humanity and God. SILENT KNIGHT is the charity of our Order and those who mirror our effort must partner with us through our Pories and adhere to our rules or NOT use the title SILENT KNIGHT in their charity effort. Others who wish to use our concept under a different name are encouraged to do so as it serves humanity and God.