



# Pathfinder Club Basic Staff

---

## PARTICIPANT GUIDE

NAME \_\_\_\_\_

CLUB \_\_\_\_\_

**Pathfinder Club Basic Staff Participant Guide**

v1.0

Produced by the North American Division Office of Pathfinder Ministries

Designers: Glen Milam and Liv Jacobson

Project manager: Christal Gregerson

Available from:

*AdventSource*

5120 Prescott Avenue

Lincoln, NE 68506

402.486.8800

[adventsource.org](http://adventsource.org)

Copyright © 2020 North American Division Corporation of Seventh-day Adventists.

Permission to make photocopies or to reproduce by any other mechanical or electronic means in whole or in part and designed page, illustration or activity in the book is granted to conference, church, or club. None of the materials in this book may be reproduced for any commercial use, promotion, advertising or sale of a product or service. All rights reserved.

ISBN# 978-1-62909-740-0

Printed in the U.S.A.



# Pathfinder Club Basic Staff CERTIFICATION

## Introduction and Sign Off Record

The Pathfinder Club Basic Staff Curriculum is designed to develop an awareness in leaders of the fundamentals of the Pathfinder Club and to help the Pathfinder Club staff become familiar with the procedures, policies, and resources necessary to start and maintain Pathfinder Club Ministry.

It is not intended that participants will learn how to teach Pathfinders, but rather those basic elements of information necessary for any Pathfinder staff member or leader to fulfill his or her duties in the club.

Participants will attend a training seminar conducted by the conference Pathfinder Club Ministry personnel. This will normally be conducted over one weekend but may, at the discretion of conference personnel, be broken up into smaller segments, if necessary, to suit the needs of the conference. This training includes both seminar lectures and discussion.

It is recommended that each participant own a *Pathfinder Club Handbook*. Additional resources are suggested for each workshop.

## Prerequisites

1. Commit to the Youth/Children's Ministry Volunteer Code of Conduct (p 11).
2. Be currently approved by your conference's child protection screening verification.

## Workshops

Pathfinder Club Ministry—PFAD 001	Signature _____	Date _____
Introduction to Club Organization—PFAD 002	Signature _____	Date _____
Introduction to Club Programming and Planning —PFAD 003	Signature _____	Date _____
Introduction to Club Outreach —PFAD 004	Signature _____	Date _____
Introduction to Basic Drill —PFAD 005	Signature _____	Date _____
Developmental Growth—PYSO 104	Signature _____	Date _____
Introduction to Teaching—EDUC 001	Signature _____	Date _____
Introduction to Medical and Safety—MEDI 100	Signature _____	Date _____

## Overview of Workshops

### Pathfinder Club Ministry—PFAD 001

This workshop presents an introduction to club ministry from the Pathfinder Club perspective. It compares and contrasts the programs and purposes of the three AY club types and their role in faith development. It also reviews other contact formats (Sabbath School and Church School) that the church uses to minister to youth, and provides a brief history of the AY club ministries, insignia, and programs, illustrating God's leading and care.

### Introduction to Club Organization—PFAD 002

This workshop presents the structure of a club from unit to executive committee. It outlines job descriptions and expectations for each club leader and reviews the qualities of a Christian servant leader. It also covers club regulations on membership, attendance, forms, etc. and conference policies including reporting, finances, uniforms, and insurance.

### Introduction to Club Programming and Planning—PFAD 003

This workshop reviews the mission and goals of Pathfinder Ministry and introduces the planning process. It then reviews the elements of the typical Pathfinder year and their format and/or sequence. This includes regular meetings, required forms and paperwork, honors, Investiture Achievement, Induction, Pathfinder Sabbath, campouts, Investiture, service events, and conference events.

### Introduction to Club Outreach—PFAD 004

This workshop focuses on how to minister to Pathfinders and how to enable them to minister to others. The Personal Growth, Spiritual Discovery, and Serving Others sections of the Investiture Achievement curricula will be reviewed in order to gain an overall understanding of how the Pathfinder program intentionally incorporates Pathfinder club outreach. Also, some of the AY honors classified as Spiritual Growth, Outreach, and Heritage will be reviewed as well as techniques for integrating outreach opportunities into all Pathfinder activities.

### Introduction to Basic Drill—PFAD 005

This workshop introduces staff to the rationale and use of drill in the club. It focuses on teaching them the basic stationary drills used during a regular weekly meeting. It then introduces the basic formation movements of "Forward, March... Halt... Column Left, March...

Column Right, March." Proper flag use and simple parade commands will be demonstrated as time allows.

### Developmental Growth—PYSO 104

This workshop describes the mental, spiritual, physical, and social growth and needs of the typical Pathfinder and how to relate to them effectively. It includes practical pointers on leading, nurturing, and discipling them. The goal is to enable leaders to help Pathfinders mature in the full stature of Jesus Christ.

### Introduction to Teaching—EDUC 001

This seminar introduces teaching concepts and educational objectives. It includes learning styles, multiple intelligences, and teaching styles. It gives a summary of Investiture Achievement objectives and encourages the use of outdoor and experiential learning.

### Introduction to Medical and Safety—MEDI 100

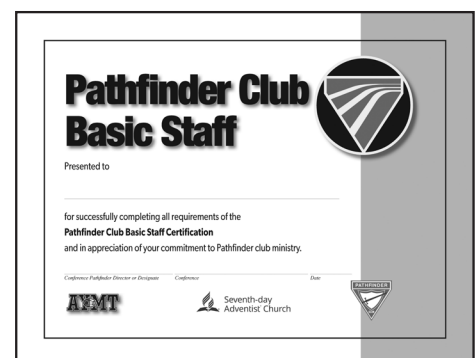
This workshop covers introductory information on medical forms, release forms, abuse prevention, conference volunteer screening requirements, staffing levels, transportation guidelines, emergency plans, and supervision issues.

## Required Field Work

Create a portfolio that contains the handouts and your personal notes from the workshops you attend.

## Recognition of Completion

Upon completion of the required workshops, the participant is eligible to receive an enameled pin and certificate of completion.





# Pathfinder Club Ministry —PFAD 001

## Description

This workshop presents an introduction to club ministry from the Pathfinder Club perspective. It compares and contrasts the programs and purposes of the three AY club types and their role in faith development. It also reviews other contact formats (Sabbath School and Church School) that the church uses to minister to youth, and provides a brief history of the AY club ministries, insignia, and programs, illustrating God's leading and care.

## Notes from Seminar

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

## Resource Material

- *The Pathfinder Story*
- *Quick Start Guide—Pathfinder Club Director*
- *Pathfinder Club Handbook*
- *PathfindersOnline.org*

## Ideas for my club

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---



# Introduction to Club Organization —PFAD 002

## Description

This workshop presents the structure of a club from unit to executive committee. It outlines job descriptions and expectations for each club leader and reviews the qualities of a Christian servant leader. It also covers club regulations on membership, attendance, forms, etc. and conference policies including reporting, finances, uniforms, and insurance.

## Notes from Seminar

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

## Resource Material

- *Pathfinder Club Handbook*
- *Quick Start Guide—Pathfinder Club Director, Assemble your Leadership Team*
- *Seven Steps for Successful Pathfinder Leadership*
- *Pathfinder Club Leadership: A Practical Guide for Pathfinder Directors and Staff*

## Ideas for my club

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

# Introduction to Club Programming and Planning—PFAD 003



## Description

This workshop reviews the mission and goals of Pathfinder Ministry and introduces the planning process. It then reviews the elements of the typical Pathfinder year and their format and/or sequence. This includes regular meetings, required forms and paperwork, honors, Investiture Achievement, Induction, Pathfinder Sabbath, campouts, Investiture, service events, and conference events.

## Notes from Seminar

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

## Resource Material

- *Pathfinder Club Handbook*
- *Investiture Achievement Director's Guide*
- *Pathfinder Club Director Quick Start Guide*

## Ideas for my club

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---



# Introduction to Club Outreach —PFAD 004

## Description

This workshop focuses on how to minister to Pathfinders and how to enable them to minister to others. The Personal Growth, Spiritual Discovery, and Serving Others sections of the Investiture Achievement curricula will be reviewed in order to gain an overall understanding of how the Pathfinder program intentionally incorporates Pathfinder club outreach. Also, some of the AY honors classified as Spiritual Growth, Outreach, and Heritage will be reviewed as well as techniques for integrating outreach opportunities into all Pathfinder activities.

## Notes from Seminar

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

## Resource Material

- *Pathfinder Club Handbook*
- *Quick Start Guide: Pathfinder Club Director*
- *Investiture Achievement Director's Guide*
- *Teen Leadership Training Director's Guide*

## Ideas for my club

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---





# Introduction to Basic Drill —PFAD 005

## Description

This workshop is intended to help staff and TLTs develop a practical understanding of the benefits that a Pathfinder Club can obtain through a program of drill and ceremonies. Pathfinders will learn orderliness by standing tall and straight, flag etiquette, and simple drilling and marching as a group with discipline and order.

## Notes from Seminar

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

## Resource Material

- *Pathfinder Club Handbook*
- *Pathfinder Club Drill Manual*
- *Pathfinder Club Drill DVD*

## Ideas for my club

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---



# Developmental Growth —PYSO 104

## Description

This workshop describes the mental, spiritual, physical, and social growth and needs of the typical Pathfinder and how to relate to them effectively. It includes practical pointers on leading, nurturing, and discipling them. The goal is to enable leaders to help Pathfinders mature in the full stature of Jesus Christ.

## Notes from Seminar

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

## Resource Material

- *Pathfinder Club Handbook*
- *Pathfinder Games and Events*

## Ideas for my club

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---





# Introduction to Medical and Safety —MEDI 100

## Description

This workshop covers introductory information on medical forms, release forms, abuse prevention, conference volunteer screening requirements, staffing levels, transportation guidelines, emergency plans, and supervision issues.

## Notes from Seminar

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

## Resource Material

- *Pathfinder Club Handbook*, Safety and Liability
- *Pathfinder Club Handbook*, Child Abuse

## Ideas for my club

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

## CHILD PROTECTION PLAN RESOURCES

### Seventh-day Adventist Church in North America



## NAD - YOUTH/CHILDREN'S MINISTRY VOLUNTEER CODE OF CONDUCT

### Acknowledgment

Because I want the best possible environment for our children and youth to grow up in, it is important that those working with children have guidelines for conduct in order to protect both themselves and those under their care. As a ministry volunteer, I want parents and others to feel comfortable and confident with me.

### My Commitment to Volunteer Ministry

#### As a Youth/Children's Ministry Volunteer, I will:

1. Provide appropriate adult supervision at all times for the children for whom I am responsible.
2. Have at least one other adult, eighteen (18) years of age or older, to help with the supervision of children. If I find myself in a situation where I am the only adult present, under no circumstances will I allow myself to be alone with one child (the "two-person rule"). This protects the child as well as protecting the adult from possible allegations.
3. Ask a child's permission before physically touching him/her anywhere, even when responding to an injury or problem. This is especially true for any areas that would normally be covered by a T-shirt and/or shorts. If an injury is within this area, make sure another adult works with you as care is provided.
4. Refrain from physical and verbal attacks and corporal punishment which are inappropriate behaviors and should never be used as discipline. "Time outs" or "sit-in-that-chair" may be helpful discipline methods to use with children.
5. Affirm children with appropriate touching by keeping hugs brief and "shoulder-to-shoulder" or "side-to-side." I will keep hands at (not below) the shoulder level. For small children who like to sit on laps, I will encourage them to sit next to me.
6. Provide extra care when taking small children to the restroom. I will take another adult along, or leave the door open.
7. Be aware of conducting activities in rooms that do not have an interior viewing area, or I will leave the door open during the activity to allow easy observation by others.
8. Cooperate with the volunteer screening process and complete the Volunteer Ministry Information form, as required by the church.
9. Be aware of the signs and symptoms of child abuse and aware of the legal requirements for reporting suspected cases of abuse. In addition to any legally required reporting, I agree that if I become aware of any behavior by

another individual which seems abusive or inappropriate towards children I am supervising, I will report that behavior to the church pastor, elder, or directly to the Conference Treasurer's or Risk Management Director.

10. Cooperate with church leadership in conducting children and youth ministries by being a volunteer who is loving, kind, firm, and always a thoroughly professional person. Working with children and youth is not only a privilege; it is also a serious responsibility that must be approached with utmost care.
11. Participate in orientation and training programs conducted by the church.
12. Uphold the standards of the Seventh-day Adventist Church.

\* In the event I find it impossible to comply with the above, I will comply as closely as possible with the Code of Conduct and act in good faith for the welfare of the people involved.

**Thank You for your service as a Youth/Children's Ministry Volunteer**



The Pathfinder Club Basic Staff Certification is something that every Pathfinder Club leader and TLT should complete. These eight workshops are basic to leading Pathfinder Club Ministry.



Workshops in the Basic Staff Certification include:

- Pathfinder Club Ministry—PFAD 001
- Introduction to Club Organization—PFAD 002
- Introduction to Club Programming and Planning —PFAD 003
- Introduction to Club Outreach —PFAD 004
- Introduction to Basic Drill —PFAD 005
- Developmental Growth—PYSO 104
- Introduction to Teaching—EDUC 001
- Introduction to Medical and Safety—MEDI 100

This Pathfinder Club Basic Staff Certification is part of the Adventist Youth Ministries Training (AYMT) which includes certifications for Pathfinder Club Ministries, Pathfinder Club Ministries, Master Guides and Youth Ministries.



AdventSource

