



Pathfinder Club Director

PARTICIPANT GUIDE

NAME _____

CLUB _____

Pathfinder Club Director Participant Guide

v1.0

Produced by the North American Division Office of Pathfinder Club 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

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# 978-1-62909-742-8

Printed in the U.S.A.



Pathfinder Club Director CERTIFICATION

Introduction

The Pathfinder Club Director Certification is designed to develop the skills required to be an effective club director of a Pathfinder Club. Participants will learn leadership skills, the process of building a team and much more.

It is not intended that this course should teach the basics of what Pathfinders learn, but rather those basic elements on how to lead a club.

Participants will attend training 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 lectures and discussion. Each participant must own a Pathfinder Club Handbook.

Following the completion of the workshops the participant must complete the required field work and portfolio review before receiving the certification.

Prerequisites

1. Be at least 18 years old.
2. Commit to the Youth/Children's Ministry Volunteer Code of Conduct (p 11).
3. Be currently approved by your conference's child protection screening verification.
4. Be a baptized Seventh-day Adventist Christian who loves Jesus and is willing to share this love in both word and deed.
5. Complete the Pathfinder Club Basic Staff Certification.

Workshops

Introduction to Leadership Skills—LEAD 001	Signature _____	Date _____
The Conference and Your Local Church Board—LEAD 122	Signature _____	Date _____
Introduction to Recruiting, Screening and Training Staff—LEAD 150	Signature _____	Date _____
Survey of Camping and Campout Planning—WILD 101	Signature _____	Date _____
Teaching Investiture Achievement: Intent and Organization—EDUC 200	Signature _____	Date _____
Club Finances—FINA 100	Signature _____	Date _____
Introduction to Discipline—PYSO 120	Signature _____	Date _____
Working and Communicating with Parents—PYSO 207	Signature _____	Date _____

Overview of Workshops

Introduction to Leadership Skills—LEAD 001

This workshop provides a quick review of the duties of various leadership positions for the ministry being taught and then focuses on desirable attitudes, traits and qualities of Christian leaders. It covers the pluses and minuses of different styles of leadership and shares practical tips on how to lead, with special emphasis on tips for leading in a specific ministry.

The Conference and Your Local Church Board—LEAD 122

This workshop focuses on the club director's responsibilities with both the local church board and the local conference and gives suggestions on resolving conflicts between each level.

Introduction to Recruiting, Screening and Training Staff—LEAD 150

This workshop will offer suggestions on where and how to look for volunteers with the character and personality needed to support ministry. Screening requirements mandated by the local conference will be reviewed. Suggestions for training curriculum and settings will be shared. The session will also include basic information on how to evaluate staff in order to help them improve their ministry and will share ways to thank them for their service.

Survey of Camping and Campout Planning—WILD 101

This workshop briefly covers the philosophy of camping and types of camping. The bulk of the time will focus on issues and techniques of planning and programing an interesting and safe camping experience. Topics include but are not limited to, location selection, promotion, booking, transportation, activities, food and meal prep, safety (including fire, animal, weather and human), equipment, supervision and spiritual components.

Teaching Investiture Achievement—EDUC 200

This workshop presents the general outline and structure of the Investiture Achievement Curriculum. Special attention is given to the objectives or intent of the eight tracks of each level. These tracks are Personal Growth, Spiritual Discovery, Serving Others, Making Friends, Health and Fitness, Nature Study, Outdoor Activities, and Honor Enrichment. See *Presenters Guide* p.1

Club Finances—FINA 100

This workshop introduces the basic information needed to keep accurate financial records for your ministry.

Introduction to Discipline—PYSO 120

This workshop introduces various views and definitions of discipline. It then covers principles of Christian discipline and specific techniques for effective discipline.

Working and Communicating with Parents—PYSO 207

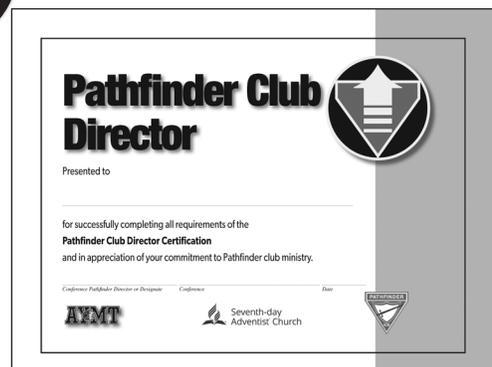
This workshop will present strategies and tactics for establishing trusting relationships between your staff and parents. See p. 10

Required Field Work

1. Establish a relationship with your Pathfinder coordinator.
2. Have and read the Pathfinder Club Handbook and compile a list of action items for the upcoming Pathfinder year.
3. Create a portfolio that contains the handouts and your notes from the workshops you attended, your Pathfinder calendar, meeting schedules, and other paperwork for the year.

Recognition of Completion

Upon completion of the Director training the participant is eligible to receive an enameled pin and certificate of completion.





The Conference and Your Local Church Board—LEAD 122

Description

This workshop focuses on the club director's responsibilities with both the local church board and the local conference.

Notes from Workshop

Resource Material

- *Pathfinder Club Handbook*
- *Church Board Quick Start Guide*

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 Director certification is something that every Pathfinder Club Director should complete. These eight workshops are required for Pathfinder Club Director Certification.

The workshops in the Director certification include:

- Introduction to Leadership Skills – LEAD 001
- The Conference and Your Local Church Board – LEAD 122
- Introduction to Recruiting, Screening and Training Staff – LEAD 150
- Survey of Camping and Campout Planning – WILD 101
- Teaching Investiture Achievement – EDUC 200
- Club Finances – FINA 100
- Introduction to Discipline – PYSO 120
- Working and Communicating with Parents – PYSO 207

The Pathfinder Club Director Certification is part of the Adventist Youth Ministries Training (AYMT) which includes certifications for Adventurer Club Ministries, Pathfinder Club Ministries, Master Guides and Youth Ministries.



AdventSource

AYMT

