

ROCKY MOUNTAIN CONFERENCE

ADVENTURER/PATHFINDER CONSTITUTION AND BYLAWS

Revised September 2013

ARTICLE I: ORGANIZATION OF THE ROCKY MOUNTAIN CONFERENCE ADVENTURER/PATHFINDER LEADERSHIP STRUCTURE

Section A: Organizational Structure

The Constitution and By Laws are prepared to provide an understanding of the Adventurer and Pathfinder leadership structure of the Rocky Mountain Conference (RMC) of the Seventh-day Adventist (SDA) Church. It also outlines all RMC Adventurer and Pathfinder policies.

1. It is designed to provide information concerning leadership selection, qualifications, and duties as follows:
 - a. RMC Youth Director – Article III
 - b. Adventurer/Pathfinder Council – Article IV
 - c. Adventurer/Pathfinder Sub-Council – Article V
 - d. Executive Coordinator(s) – Article VI
 - e. Adventurer Coordinator(s) – Article VII
 - f. Pathfinder Coordinator(s) – Article VIII
 - g. Master Guide Coordinator(s) – Article IX
 - h. Adventurer Family Networking Coordinator(s) – Article X
 - i. Teen Coordinator(s) – Article XI
 - j. Training Coordinator(s) – Article XII
 - k. Area Coordinators – Article XIII
 - * *Note: Adventurer/Pathfinder Club Directors – See the Adventurer or Pathfinder Staff Manual for a description of duties.*
2. Processes
 - a. Nomination and Voting Process – Article XIV
 - b. Removal Process – Article XV
 - c. Replacement Process – Article XVI
 - d. Amendment Process – Article XVII
3. Appointed Positions – Appendix I
 - a. Bible Bowl Master – Article I
 - b. Conference Drill Master – Article II
 - c. Outdoorsman Master – Article III
 - d. Pinewood Derby Master – Article IV
 - e. Audio/Video Master – Article V
4. Flowchart – Appendix II
5. Sample of Administrative Point System – Appendix III
6. History- Appendix IV
7. Amendments – Appendix V

40 **ARTICLE II: STATEMENT OF PURPOSE OF ADVENTURER/PATHFINDER MINISTRY:**

41 **Section A: Purpose**

- 42 1. The purpose of the Adventurer Ministry is to provide fun and creative ways for children to
43 develop a Christ-like character, experience the joy and satisfaction of doing things well, express
44 their love for Jesus in a natural way, learn good sportsmanship and strengthen their ability to get
45 along with others, discover their God-given abilities and to know how to use them to benefit self
46 and others, and to improve their understanding of what makes families strong.
- 47 2. The purpose of the Pathfinder Ministry is to provide a key step in the educational program of the
48 SDA Church by providing the opportunity to take young people out of their usual setting and
49 into outdoor adventure. It is to develop a balanced physical, mental, social, and spiritual life. It
50 is to teach skills that are meaningful and to give opportunities for development, discipline,
51 leadership, and to care for those less fortunate. This ministry offers action, adventure, challenge,
52 and group activities that produce team spirit and loyalty to God and man.
- 53 3. The Master Guide Ministry is a ministry with an emphasis on service and active involvement in
54 Youth and Children's Ministries. It is a leadership role within the Adventurer, Pathfinder,
55 Youth, Young Adult, Camp, Children's, or Sabbath School Ministries. Master Guides should be
56 willing to serve the church in any of these areas of ministry. It is expected that all Master Guides
57 will model a viable lifestyle of the SDA Church and will remain active in these ministries as a
58 leader.

59 **Section B: Authority**

60 The existence of the RMC Adventurer and Pathfinder Ministries is confirmed by approval of the
61 Executive Committee of the Rocky Mountain Conference of Seventh-day Adventists as recorded in
62 the RMC Executive Committee minutes. The RMC Executive Committee has further endorsed a
63 RMC executive team made up of SDA Adventurer and Pathfinder leaders.

64 **ARTICLE III: RMC YOUTH DIRECTOR**

65 **Section A: Section**

66 The RMC Adventurer/Pathfinder Council recommends to the RMC Executive Committee that when
67 filling the position of the RMC Youth Director certain criteria and procedures be considered in that
68 process, i.e., the Conference President will consult the Adventurer/Pathfinder Executive
69 Coordinator(s) and recommend a possible meeting with the candidate(s). The RMC
70 Adventurer/Pathfinder Council would appreciate the opportunity to interview the selected
71 candidates.

72 **Section B: Suggested Qualifications of the RMC Youth Director**

- 73 1. Love for children.
74 2. Club Director for at least three (3) years.
75 3. Be a Master Guide.
76 4. Have Pastoral experience.

77 **Section C: Duties of the RMC Youth Director**

- 78 1. The RMC Youth Director is the Chairman of the annual Leadership Convention business
79 meeting.
- 80 2. The RMC Youth Director is the Chairman of the RMC Adventurer/Pathfinder Council and an
81 Advisor to the Adventurer/Pathfinder Sub-Council. These councils cannot function without the
82 close cooperation of the RMC Youth Director.
- 83 3. The RMC Youth Director possesses the power to refer all decisions passed by the RMC
84 Adventurer/Pathfinder Council and Adventurer/Pathfinder Sub-Council back to those groups for
85 further revision or modification.
- 86 4. The RMC Youth Director is responsible to coordinate reimbursement to RMC
87 Adventurer/Pathfinder Council members for approved expenses of their ministry, as funds are
88 available.
- 89 5. The RMC Youth Director may appoint other temporary positions to the Adventurer/Pathfinder
90 Council. The Council must approve such appointments.
- 91 6. The RMC Youth Director will be accountable for addressing all concerns forwarded from the
92 Council and/or Sub-Council concerning performance of any person assigned to the RMC
93 Adventurer/Pathfinder leadership.
- 94 7. The RMC Youth Director will be accountable to the Council and/or Sub-Council regarding
95 personal performance and conduct. All concerns will be addressed appropriately by the Council
96 and/or Sub-Council. If they are unable to be resolved, then they should be forwarded to the
97 RMC Executive Committee, i.e., the Conference President, for further action.
- 98 8. The RMC Youth Director will compile all evaluations pertaining to the Adventurer/Pathfinder
99 leadership received during the annual Leadership Convention and report the results to the
100 respective person(s) at the Council Weekend.
- 101 9. The RMC Youth Director or other designee is recommended to maintain an Administrative
102 Point System for all positions outlined in the RMC Adventurer/Pathfinder Constitution. This
103 point system will be outlined and maintained in a separate document.
- 104 10. The RMC Youth Director shall conduct a yearly review, at a minimum, of all staff including the
105 Executive Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide
106 Coordinator(s), Teen Coordinator(s), Area Coordinator(s), and Council Members.

107 **Section D: Function as an Executor of Plans**

108 The RMC Youth Director is responsible for the execution of decisions agreed upon by the
109 Adventurer/Pathfinder Council and the Adventurer/Pathfinder Sub-Council.

110 **ARTICLE IV: ADVENTURER/PATHFINDER COUNCIL**

111 **Section A: Composition**

- 112 1. Youth Director, Chairperson
- 113 2. Executive Coordinator(s), Vice-Chairperson
- 114 3. Adventurer Coordinator(s)
- 115 4. Pathfinder Coordinators(s)
- 116 5. Master Guide Coordinator(s)
- 117 6. Adventurer Family Networking Coordinator(s)
- 118 7. Teen Coordinator(s)
- 119 8. Training Coordinator(s)

- 120 9. Area Coordinator(s)
121 10. Two (2) Teen Representatives
122 11. Two (2) Assistant Teen Representatives
123 12. Two (2) Adventurer “At Large” members
124 13. Two (2) Pathfinder “At Large” members
125 14. Any other temporary position appointed by the RMC Youth Director and approved by the
126 Council, i.e., Bible Bowl Coordinator, Drill Master, etc..., can be invited guests to the Council
127 meeting(s) that pertain to their specific activities.
128 15. At the discretion of the RMC Youth Director, the Youth Department Administrative Assistant
129 may be invited to participate as a nonvoting member.

130 **Section B: Selection**

- 131 1. The RMC Youth Director, Executive Coordinator(s), Adventurer Coordinator(s), Pathfinder
132 Coordinator(s), Master Guide Coordinator(s), Adventurer Family Networking Coordinator(s),
133 Teen Coordinator(s), Training Coordinator(s), and Area Coordinator(s) serve by virtue of their
134 positions.
135 2. The Assistant Teen Representatives (one boy and one girl) will be voted on by all RMC
136 Pathfinder Teens/TLTs present at the annual Leadership Convention, as well as the RMC Youth
137 Director, Executive Coordinator(s), Pathfinder Coordinator(s), Teen Coordinator(s), and
138 members of the Teen Committee.
139 a. Names must be submitted to the RMC Youth Department no later than 45 days prior to
140 the convention. Submitted names shall be forwarded on to the Adventurer/Pathfinder
141 Sub-Council for tracking purposes.
142 b. Nominations will be compiled by the RMC Youth Director and sent to the club directors
143 for distribution to the individual club teens to provide opportunity for feedback no later
144 than 30 days prior to the convention.
145 c. The RMC Youth Director must receive any concerns no later than 15 days prior to the
146 convention. In the absence of the Youth Director, the Executive Coordinator(s) will
147 compile the nominations.
148 d. The voting process will be followed as outlined in Article XIV: Section C: Voting
149 Requirements.
150 e. The Assistant Teen Representatives’ term will be for one (1) year.
151 f. In the event that an Assistant Teen Representative becomes inactive or must be replaced,
152 i.e., drops out of a Pathfinder Club, the procedure will be followed as outlined in Article
153 XV: Removal Process and/or Article XVI: Replacement Process.
154 3. The Teen Representatives (one boy and one girl) will serve on the Adventurer/Pathfinder
155 Council.
156 a. The position of the Teen Representatives is automatic after having served as Assistant
157 Teen Representative the immediate prior year.
158 b. The Teen Representative’s term will be for one (1) year.
159 c. In the event that at Teen Representative becomes inactive or must be replaced, i.e., drops
160 out of a Pathfinder Club, the procedure will be followed as outlined in Article XV:
161 Removal Process and/or Article XVI: Replacement Process.
162 4. The “At Large” members shall be elected at the annual Leadership Convention.

- 163 5. All “At Large” members shall be elected by 2/3 vote of those members present at the annual
164 Leadership Convention. All Adventurer leadership will vote for the Adventurer “At Large”
165 members as well as the Youth Director, Executive Coordinator(s), Adventurer Coordinator(s),
166 Master Guide Coordinator(s), Adventurer Family Networking Coordinator(s), and Adventurer
167 ACs. All Pathfinder leadership including Teens/TLTs will vote for the Pathfinder “At Large”
168 members as well as the Youth Director, Executive Coordinator(s), Pathfinder Coordinator(s),
169 Master Guide Coordinator(s), Bible Bowl Coordinator(s), and Pathfinder ACs.
- 170 6. All “At Large” members shall be active Club Directors.
- 171 7. All “At Large” members shall serve a term of two (2) years. Each “At Large” member may be
172 reelected for an unlimited number of consecutive terms.

173 **Section C: Purpose**

- 174 1. The purpose of the Adventurer/Pathfinder Council is:
- 175 a. Spiritual nurturing of the Adventurer/Pathfinder Ministries.
- 176 b. The development of activities that uphold the principles of the Adventurer and
177 Pathfinder Pledge and Law.
- 178 2. The Adventurer/Pathfinder Council is the decision-making body of the Adventurer/Pathfinder
179 Ministries and is accountable to the leadership body at the annual Leadership Convention.
- 180 3. All meetings will be conducted in accordance with Robert’s Rules of Order.

181 **Section D: Duties of the Adventurer/Pathfinder Council**

- 182 1. The Adventurer/Pathfinder Council shall meet once per quarter (four times per year) or more
183 often as called to do so by the RMC Executive Coordinator(s). Said meetings shall take place at
184 the RMC office or other acceptable location as designated by the Executive Coordinator(s).
- 185 2. Valid decisions shall only be made at the Council meetings at which a quorum of at least one
186 half (½) of the Council members is present. Decisions shall be made by majority vote of those
187 members present. In the absence of the RMC Youth Director, all decisions will be subject to the
188 RMC Youth Director’s review or referred back to the Council for further review.
- 189 3. All Council members will attend the Council meetings.
- 190 4. Be active in planning and executing Conference and Area Adventurer/Pathfinder events.
- 191 5. Be willing to assist the Adventurer/Pathfinder Ministries as needed.
- 192 6. Abide by the RMC Adventurer/Pathfinder Constitution and By Laws.
- 193 7. Review the planning and research submitted by the Adventurer/Pathfinder Sub-Council.
- 194 8. In the absence of the Chairperson, the Vice-Chairperson is to chair the Adventurer/Pathfinder
195 Council meetings and report to the Chairperson all decisions reached at said meetings.
- 196 9. In an emergency, and in the absence of the Chairperson, the Vice-Chairperson has the
197 responsibility of organizing the Adventurer/Pathfinder Council to ensure the continued
198 operation of the Adventurer/Pathfinder Ministries.
- 199 10. The Adventurer/Pathfinder Council Scribe shall keep accurate minutes of all Council meetings.
200 The Council Scribe shall be a person designated by the Executive Coordinator(s).
- 201 a. Said minutes shall be taken at each Council meeting and later transcribed by the Council
202 Scribe for retention. Said minutes shall be maintained by the Executive Coordinator(s)
203 and/or his/her designee.

- 204 b. A duplicate copy of said minutes shall be forwarded to and maintained at the RMC
205 Youth Department office.
206 c. Said minutes shall be forwarded by the Council Scribe, after being proofread, to the
207 Council members as soon as possible and shall be reviewed by the Council members at
208 the next Council meeting.

209 **ARTICLE V: ADVENTURER/PATHFINDER SUB-COUNCIL**

210 **Section A: Composition**

- 211 1. Youth Director, Advisor
- 212 2. Executive Coordinator(s), Chairman
- 213 3. Adventurer Coordinator(s), Vice-Chairman
- 214 4. Pathfinder Coordinator(s), Vice-Chairman
- 215 5. Master Guide Coordinator(s)
- 216 6. Adventurer Family Networking Coordinator(s)
- 217 7. Teen Coordinator(s)
- 218 8. Two (2) Pathfinder “At large” members
- 219 9. Two(2) Adventurer “At large” members
- 220 10. Any other temporary position appointed by the RMC Youth Director and approved by the Sub-
221 Council, i.e., Bible Bowl Coordinator, Drill Master, etc..., can be invited guests to the Sub-
222 Council meeting(s) that pertain to their specific activities.
- 223 11. At the discretion of the RMC Youth Director, the Youth Department Secretary may be invited
224 to participate as a nonvoting member.

225 **Section B: Selection**

- 226 1. The RMC Youth Director, Executive Coordinator(s), Pathfinder Coordinator(s), Adventurer
227 Coordinator(s), Master Guide Coordinator(s), Family Networking Coordinator(s), and Teen
228 Coordinator(s) serve by virtue of their positions.
- 229 2. All “At large” members shall be elected at the annual Leadership Convention.
- 230 3. All Adventurer “At large” members shall be elected by 2/3 vote of the Adventurer leadership
231 present at the annual Leadership Convention including the Youth Director, Executive
232 Coordinator(s), Adventurer Coordinator(s), Master Guide Coordinator(s), Adventurer Family
233 Networking Coordinator(s), and all Adventurer ACs.
- 234 4. All Pathfinder “At large” members shall be elected by 2/3 vote of the Pathfinder leadership
235 present at the annual Leadership Convention including the Youth Director, Executive
236 Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Teen Coordinator(s),
237 Training Coordinator(s), Bible Bowl Coordinator, and all Pathfinder ACs.
- 238 5. All “At large” members must be active members of the Adventurer/Pathfinder Council.
- 239 6. All “At large” members shall serve a term of two (2) years. Each “At large” member may be
240 reelected for an unlimited number of consecutive terms.

241 **Section C: Purpose**

- 242 1. The Sub-Council shall exist to aid in the success of the RMC Adventurer and Pathfinder
243 Ministries.

- 244 2. The Sub-Council shall function as the advisory body to facilitate the decision making process of
245 the Adventurer/Pathfinder Council.
- 246 a. The Sub-Council will make suggestions to and accept decisions from the
247 Adventurer/Pathfinder Council.
- 248 b. The Sub-Council will conduct the day-to-day operations and make decisions to provide
249 continuity within the Adventurer/Pathfinder Ministries.
- 250 c. The Sub-Council will conduct the strategic planning as well as project research. This
251 information will be presented to the Adventurer/Pathfinder Council for review.
- 252 d. The Sub-Council will manage projects approved by the Adventurer/Pathfinder Council.
- 253 3. All meetings will be conducted in accordance with Robert's Rules of Order.

254 **Section D: Duties of the Adventurer/Pathfinder Sub-Council.**

- 255 1. The Sub-Council shall meet once per calendar month or more often as called to do so by the
256 RMC Executive Coordinator(s). Said meetings shall take place at the RMC office or other
257 acceptable location as designated by the Executive Coordinator(s).
- 258 2. Valid decisions shall be made only at Sub-Council meetings at which a quorum of at least one
259 half (½) of the Sub-Council members are present. Decisions made shall be by a majority vote of
260 those members present and, in the absence of the RMC Youth Director, may also be subject to
261 review by the RMC Youth Director or referred back to the Sub-Council for further review of
262 modification.
- 263 3. Sub-Council members may assist and, if necessary, substitute for Area Coordinators in any
264 function/duty of the Area Coordinators as needed.
- 265 4. Sub-Council members are expected to keep accurate records of travel and
266 Adventurer/Pathfinder contacts. This information should be kept in an appropriate log.
- 267 5. Sub-Council members shall present the above information to the RMC Youth Director upon
268 request.
- 269 6. Submit travel reimbursement requests within 30 days of incurred expense.
- 270 7. The Adventurer/Pathfinder Sub-Council Scribe shall keep accurate minutes of all Sub-Council
271 meetings. The Sub-Council Scribe shall be a person designated by the Executive Coordinator(s).
272 The Scribe may also be the same as the Council Scribe.
- 273 a. Said minutes shall be taken at each Sub-Council meeting and later transcribed by the
274 Sub-Council Scribe for retention. Said minutes shall be maintained by the Executive
275 Coordinator(s) and/or his/her designee.
- 276 b. A duplicate copy of said minutes shall be forwarded to and maintained at the RMC
277 Youth Department office.
- 278 c. Said minutes shall be forwarded by the Sub-Council Scribe to the Sub-Council members
279 as soon as possible and shall be reviewed by the Sub-Council members at the next Sub-
280 Council meeting.

281 **ARTICLE VI: EXECUTIVE COORDINATOR(S)**

282 **Section A: Selection**

- 283 1. The Executive Coordinator(s) shall be elected at the annual Leadership Convention for a term of
284 three (3) years, subject to approval of the RMC Youth Director.

- 285 2. Prior to the annual Leadership Convention, nominated Executive Coordinator(s) are evaluated,
286 and recommendations will be made by the RMC Youth Director. See Article XIV: Section B:
287 Nomination Process.
288 3. The Executive Coordinator(s) may be reelected for an unlimited number of consecutive terms.

289 **Section B: Qualifications of the Executive Coordinator(s)**

- 290 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
291 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
292 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
293 Elder, or an Adventurer/Pathfinder leader.
294 3. Must have been a Director of a club for at least three (3) years.
295 4. Must have at least three (3) years experience as an Area Coordinator.
296 5. Must have at least three (3) years experience as the Adventurer, Pathfinder, or Master Guide
297 Coordinator.
298 6. Must be a Master Guide and have the Pathfinder Instructor Award (PLA) or Adventurer
299 Instructor Growth (AIG) or be working towards completion within one (1) year of the Executive
300 Coordinator(s) appointment.
301 7. Demonstrate keen interest and maintain active involvement in the Adventurer or Pathfinder
302 Ministries.
303 8. Should possess strong people skills and be a great team player.
304 9. Must submit to a criminal background check as required by the RMC.
305 10. Must be willing to submit to yearly evaluations by the leadership at large at the annual
306 Leadership Convention.
307 11. Must be an active leader in the RMC Adventurer/Pathfinder Ministries for a minimum of the
308 two (2) previous years.
309 12. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
310 subject to approval and 2/3 vote by all members present at the annual Leadership Convention.

311 **Section C: Duties of the Executive Coordinator(s)**

- 312 1. Be available to advise Adventurer, Pathfinder, and Master Guide Coordinators.
313 2. Provide input on any matters pertaining to the RMC Adventurer/Pathfinder/Master Guide
314 Ministries.
315 3. Have a working relationship with the RMC Youth Director and act as support for the RMC
316 Youth Director.
317 4. Report to the RMC Youth Director on all Adventurer/Pathfinder Council and
318 Adventurer/Pathfinder Sub-Council activities.
319 5. Serve as Chairperson of the Adventurer/Pathfinder Sub-Council.
320 6. Serve as Vice-Chairperson for all other Adventurer/Pathfinder activities and committees when
321 the Youth Director is present and as Chairperson if the Youth Director is absent.
322 7. Present the appropriate budget indicating the current financial status at every
323 Adventurer/Pathfinder Council meeting.
324 8. Oversee planning and administration of all Adventurer/Pathfinder Ministries, functions, and
325 training, to include but not limited to:
326 a. Communication – gather articles/information for a newsletter or the webpage as needed

- 327 b. Report Forms – create and update AC/Adventurer/Pathfinder/Teen Forms.
- 328 c. Points – maintain AC points for RMC Youth Director.
- 329 d. Annual Leadership Convention – plan and schedule weekend.
- 330 e. Council Weekend – plan and schedule weekend.
- 331 f. Pathfinder Bible Bowl – assist with Bible Bowl activities as needed.
- 332 g. Fairs – work with the Pathfinder Coordinator(s) as needed.
- 333 h. Camporees – work with the Pathfinder Coordinator(s) as needed.
- 334 i. Adventurer Fun Day – work with the Adventurer Coordinator(s) as needed.
- 335 j. Teen Summit – work with the Teen Coordinator(s) as needed.
- 336 k. Teen River Trip – work with a designated leadership team.
- 337 l. MG Training – work with the Training Coordinator(s) as needed.
- 338 m. PLA, ALG, PIA, AIG – work with the Training Coordinator(s) as needed.
- 339 n. Budgets – maintain with the Youth Director.
- 340 9. Notify clubs of the selected positions that will expire at the annual Leadership Convention. See
- 341 Article XIV: Section B: Nomination Process.
- 342 10. Keep accurate records of travel and Adventurer/Pathfinder contacts. This information should be
- 343 kept in an appropriate log.
- 344 11. Submit travel reimbursement request within 30 days of the incurred expense.
- 345 12. Attend monthly Youth Department Adventurer/Pathfinder staff meetings.
- 346 13. Compile all evaluations pertaining to the RMC Youth Director received during the annual
- 347 Leadership Convention. Present the results to the Youth Director prior to the Council Weekend.
- 348 14. Assist the RMC Youth Director in compiling all evaluations pertaining to the
- 349 Adventurer/Pathfinder Coordinator(s) received during the annual Leadership Convention.
- 350 15. Encourage growth and learning among Adventurer Coordinator(s), Pathfinder Coordinator(s),
- 351 Master Guide Coordinator(s), Teen Coordinator(s), Adventurer and Pathfinder Area
- 352 Coordinator(s), and Club Directors.
- 353 16. Fulfill all requirements of the suggested Administrative Point System.

354 **ARTICLE VII: ADVENTURER COORDINATOR(S)**

355 **Section A: Selection**

- 356 1. Shall be selected at the annual Leadership Convention for a term of three (3) years, subject to
- 357 the approval of the RMC Youth Director.
- 358 2. Prior to the annual Leadership Convention, nominated Adventurer Coordinator(s) are evaluated
- 359 and recommendations made by the RMC Youth Director. See Article XIV: Section B:
- 360 Nomination Process.
- 361 3. The Adventurer Coordinator(s) may be reelected for an unlimited number of consecutive terms.

362 **Section B: Qualifications of the Adventurer Coordinator(s).**

- 363 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
- 364 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
- 365 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
- 366 Elder, or an Adventurer/Pathfinder leader.
- 367 3. Must have been a Director of a club for at least three (3) years.
- 368 4. Must have at least three (3) years experience as an Adventurer Area Coordinator.

- 369 5. Must have the Adventurer Leadership Growth (ALG) or be working towards completion within
370 one (1) year of Adventurer Coordinator appointment.
- 371 6. Demonstrate a keen interest and maintain active involvement in Adventurer Ministries.
- 372 7. Should possess strong people skills and be a great team player.
- 373 8. Must submit to a criminal background check as required by the RMC.
- 374 9. Must be willing to submit to yearly evaluations by the leadership at large at the annual
375 Leadership Convention.
- 376 10. Must be an active leader in the RMC Adventurer Ministry for a minimum of the two (2)
377 previous years.
- 378 11. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
379 subject to the approval and 2/3 vote by the Adventurer members present at the annual
380 Leadership Convention.

381 **Section C: Duties of the Adventurer Coordinator(s)**

- 382 1. Be available to advise all Adventurer Area Coordinators.
- 383 2. Provide input on matters pertaining to the RMC Adventurer Ministry.
- 384 3. Have a working relationship with RMC Youth Director, Executive Coordinator(s), Pathfinder
385 Coordinator(s), Master Guide Coordinator(s), and Adventurer Family Networking Coordinator
386 and support the RMC Youth Director and Executive Coordinator(s).
- 387 4. Make progress reports to the executive Coordinator(s) on all Adventurer/Pathfinder Council and
388 Sub-Council activities with regard to Adventurer Ministries.
- 389 5. Coordinate the conducting of Adventurer Investiture services along with Pathfinder Investiture
390 services where possible.
- 391 6. Ensure growth and learning among Area Coordinators and Club Directors for the total
392 Adventurer Ministry.
- 393 7. Attend Adventurer/Pathfinder Council and Adventurer/Pathfinder Sub-Council meetings.
- 394 8. Assist in planning and administration of Fun Day, training courses, Investitures, and other
395 conference Adventurer functions as needed, to include but not limited to:
- 396 a. Communication – gather and submit articles/information to Executive Coordinator(s) or
397 Webmaster as needed/requested
- 398 b. Points – maintain Adventurer points for clubs
- 399 c. Investitures – work with Pathfinder Coordinator(s) to coordinate Investitures together
400 where possible
- 401 d. Annual Leadership Convention – assist Executive Coordinator(s) in planning as needed
- 402 e. Council Weekend – assist Executive Coordinator(s) in planning as needed
- 403 f. Adventurer Fun Day – plan/schedule staying in close contact with Executive
404 Coordinator(s)
- 405 9. Keep accurate records of travel and Adventurer contacts. This information should be kept in an
406 appropriate log.
- 407 10. Send report of all Adventurer activities to the Executive Coordinator(s) by the 10th of the
408 following month.
- 409 11. Submit travel reimbursement requests within 30 days of the incurred expense
- 410 12. Serve as the Vice-Chairperson alternate for the Adventurer/Pathfinder Council in the absence of
411 the RMC Youth Director or Executive Coordinator(s).
- 412 13. Serve as the Vice-Chairperson alternate of the Adventurer/Pathfinder Sub-Council.

- 413 14. Attend monthly Youth Department Adventurer/Pathfinder Staff meetings.
414 15. Assist the RMC Youth Director in compiling all evaluations pertaining to the Adventurer Area
415 Coordinators received during the annual Leadership Convention.
416 16. Fulfill all requirements of the suggested Administrative Point System.

417 **ARTICLE VIII: PATHFINDER COORDINATOR(S)**

418 **Section A: Selection**

- 419 1. Shall be selected at the annual Leadership Convention for a term of three (3) years, subject to
420 the approval of the RMC Youth Director.
421 2. Prior to the annual Leadership Convention, nominated Pathfinder Coordinator(s) are evaluated
422 and recommendations made by the RMC Youth Director. See Article XIV: Section B:
423 Nomination Process.
424 3. The Pathfinder Coordinator(s) may be reelected for an unlimited number of consecutive terms.

425 **Section B: Qualifications of the Pathfinder Coordinator(s)**

- 426 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
427 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
428 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
429 Elder, or an Adventurer/Pathfinder leader.
430 3. Must have been a Director of a club for at least three (3) years.
431 4. Must have at least three (3) years experience as a Pathfinder Area Coordinator.
432 5. Must have the Pathfinder Leadership Award (PLA) or be working towards completion within
433 one (1) year of the Pathfinder Coordinator appointment.
434 6. Demonstrate a keen interest and maintain active involvement in Pathfinder Ministries.
435 7. Should possess strong people skills and be a great team player.
436 8. Must be willing to submit to a criminal background check as required by the RMC.
437 9. Must be willing to submit to yearly evaluations by the leadership at large at the annual
438 Leadership Convention.
439 10. Must be an active leader in the RMC Pathfinder Ministry for a minimum of the two (2) previous
440 years.
441 11. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
442 subject to approval and 2/3 vote of the Pathfinder member including teens/TLTs at the annual
443 Leadership Convention.

444 **Section C: Duties of the Pathfinder Coordinator(s)**

- 445 1. Be available to advise all Pathfinder Area Coordinators.
446 2. Provide input on matters pertaining to the RMC Pathfinder Ministries.
447 3. Have a working relationship with the RMC Youth Director, Executive Coordinator(s),
448 Adventurer Coordinator(s), Master Guide Coordinator(s), and Teen Coordinator(s) and support
449 the RMC Youth Director and Executive Coordinator(s).
450 4. Make progress reports to the Executive Coordinator(s) on all Adventurer/Pathfinder Council and
451 Sub-Council activities with regard to Pathfinder Ministries.

- 452 5. Coordinate the conducting of Pathfinder Investiture services along with Adventurer services
453 where possible.
- 454 6. Encourage growth and learning among Area Coordinators and Club Directors for the total
455 Pathfinder Ministry.
- 456 7. Attend Adventurer/Pathfinder Council meetings and Adventurer/Pathfinder Sub-Council
457 meetings.
- 458 8. Assist in planning and administration of Fairs, Camporees, training courses, Investitures, and
459 other RMC Pathfinder functions, to include but not limited to:
- 460 a. Communication – gather and submit articles/information to Executive Coordinate(s) or
461 webmaster as needed/requested
- 462 b. Points – maintain Pathfinder points for clubs
- 463 c. Investitures – work with Adventurer Coordinator(s) to coordinate Investitures together
464 where possible.
- 465 d. Annual Leadership Convention – assist Executive Coordinator(s) in planning as needed
- 466 e. Council Weekend – assist Executive Coordinator(s) in planning as needed
- 467 f. Pathfinder Bible Bowl – assist with Bible Bowl activities as needed
- 468 g. Fairs – plan/schedule staying in close contact with Executive Coordinator(s)
- 469 h. Camporees – plan/schedule staying in close contact with Executive Coordinator(s)
- 470 9. Keep accurate records of travel and Pathfinder contacts. This information should be kept in an
471 appropriate log.
- 472 10. Send a report of all Pathfinder activities to the Executive Coordinator(s) by the 10th of the
473 following month.
- 474 11. Submit travel reimbursement requests within 30 days of the incurred expense.
- 475 12. Serve as Vice-Chairperson alternate of the Adventurer/Pathfinder Council in the absence of the
476 RMC Youth Director or Executive Coordinator(s).
- 477 13. Serve as the Vice-Chairperson for the Adventurer/Pathfinder Sub-Council.
- 478 14. Attend monthly Youth Department Adventurer/Pathfinder staff meetings.
- 479 15. Assist the RMC Youth Director in compiling all evaluations pertaining to the Pathfinder Area
480 Coordinator(s) received during the annual Leadership Convention.
- 481 16. Fulfill all requirements of the suggested Administrative Point System.

482 **ARTICLE IX: MASTER GUIDE COORDINATOR(S)**

483 **Section A: Selection**

- 484 1. Shall be selected at the annual Leadership Convention for a term of three (3) years, subject to
485 approval of the RMC Youth Director.
- 486 2. Prior to the annual Leadership Convention, nominated Master Guide Coordinator(s) are
487 evaluated and recommendations made by the RMC Youth Director. See Article XIV: Section B:
488 Nomination Process.
- 489 3. The Master Guide (MG) Coordinator(s) may be reelected for an unlimited number of
490 consecutive terms.

491 **Section B: Qualifications of the Master Guide Coordinator(s)**

- 492 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
493 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.

- 494 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
495 Elder, or an Adventurer/Pathfinder leader.
- 496 3. Must have been a Director of an Adventurer/Pathfinder club for at least three (3) years.
- 497 4. Must be a Master Guide for a minimum of five (5) years.
- 498 5. Must have the PIA or ALG (AIG when it is available) or be working towards completion within
499 one (1) year of Master Guide Coordinator appointment.
- 500 6. Demonstrate a keen interest and maintain active involvement in Adventurer, Pathfinder, Master
501 Guide, and Youth Ministries.
- 502 7. Should possess strong people skills and be a great team player.
- 503 8. Must be willing to submit to a criminal background check as required by the RMC.
- 504 9. Must be willing to submit to yearly evaluations by the leadership at large at the annual
505 Leadership Convention.
- 506 10. Must be an active leader in the RMC Adventurer, Pathfinder, or Master Guide Ministries for a
507 minimum of the two (2) previous years.
- 508 11. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
509 subject to approval and 2/3 vote by those members present at the annual Leadership Convention.

510 **Section C: Duties of the Master Guide Coordinator(s)**

- 511 1. Provide input on matters pertaining to RMC Adventurer, Pathfinder, Master Guide, and Youth
512 Ministry Activities.
- 513 2. Have a working relationship with the RMC Youth Director, Executive Coordinator(s),
514 Adventurer Coordinator(s), and Pathfinder Coordinator(s), and support the RMC Youth Director
515 and Executive Coordinator(s).
- 516 3. Be the main point-of-contact to the North American Division (NAD) regarding Master Guide
517 issues.
- 518 4. Report to the Executive Coordinator(s) on all NAD Master Guide communications, including
519 but not limited to data collections, uniform changes, curriculum changes, and other current
520 issues pertaining to Master Guides.
- 521 5. Create and maintain a database of all Master Guides in the RMC, including but not limited to
522 names, contact information, and continuing education for each MG within the MG Ministry.
- 523 6. Coordinate a “work force” to assist with Adventurer, Pathfinder, and Youth Ministry activities,
524 i.e., Adventurer Fun Day, Pathfinder Bible Bowl, Pathfinder Fairs, Pathfinder Camporees, etc...
- 525 7. Assist the RMC Youth Director and Executive Coordinator(s) with other activities as needed,
526 including but not limited to:
 - 527 a. Communication – write a MG article and submit to Executive Coordinator(s) or
528 webmaster as needed.
 - 529 b. Investitures – assist RMC Youth Director and Executive Coordinator(s) in coordinating
530 Master Guides to attend Investitures as needed.
 - 531 c. Annual Leadership Convention – assist Executive Coordinator(s) as needed.
 - 532 d. Council Weekend – assist Executive Coordinator(s) as needed.
 - 533 e. Pathfinder Bible Bowl – assist with Bible Bowl activities as needed.
 - 534 f. Pathfinder Fair – work with the Pathfinder Coordinator(s) as needed.
 - 535 g. Pathfinder Camporee – work with the Pathfinder Coordinator(s) as needed.
 - 536 h. Adventurer Fun Day – work with the Adventurer Coordinator(s) as needed.
 - 537 i. MG Training – work with the Training Coordinator(s) as needed.

- 538 a. PLA, ALG, PIA, AIG – work with the Training Coordinator(s) as needed.
539 b. Teen activities – assist Teen Coordinator(s) as needed
540 8. Encourage growth and learning throughout all levels of the RMC Adventurer, Pathfinder,
541 Master Guide, and Youth Ministries.
542 9. Attend the Adventurer/Pathfinder Council meetings and Sub-Council meetings.
543 10. Keep accurate records of travel and contacts. This information should be kept in an appropriate
544 log or report form packet.
545 11. Send a report of all Master Guide Coordinator activities to the Executive Coordinator(s) by the
546 10th of each month.
547 12. Submit travel reimbursement request within 30 days of the incurred expense.
548 13. Attend monthly Youth Department Adventurer/Pathfinder staff meetings.
549 14. Fulfill all requirements of the suggested Administrative Point System.

550 **ARTICLE X: ADVENTURER FAMILY NETWORKING COORDINATOR(S)**

551 **Section A: Selection**

- 552 1. Shall be elected at the annual Leadership Convention for a term of three (3) years, subject to the
553 approval of the RMC Youth Director.
554 2. Prior to the annual Leadership Convention, nominated Adventurer Family Networking
555 Coordinator are evaluated and recommendations made by the RMC Youth Director. See Article
556 XIV: Section B: Nomination Process.
557 3. The Adventurer Family Networking Coordinator(s) may be reelected for an unlimited number
558 of consecutive terms.

559 **Section B: Qualifications of the Adventurer Family Networking Coordinator**

- 560 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
561 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
562 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
563 elder, or an Adventurer leader.
564 3. Must be a Master Guide or actively pursuing the Master Guide curriculum, to be completed
565 within one (1) year of the Adventurer Family Networking Coordinator's appointment.
566 4. Have been a Director of an Adventurer club for at least three (3) years.
567 5. Must be an active leader in the RMC Adventurer Ministries for a minimum of two (2) years.
568 6. Demonstrate a keen interest and maintaining active involvement in the RMC Adventurer
569 Ministries.
570 7. Should possess strong people skills and be a great team player.
571 8. Must be willing to submit to a criminal background check as required by the RMC.
572 9. Must be willing to submit to yearly evaluations by the leadership at large at the annual
573 Leadership Convention.
574 10. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
575 subject to approval and 2/3 vote by the Adventurer members present at the annual Leadership
576 Convention.

577 **Section C: Duties of the Adventurer Family Networking Coordinator**

- 578 1. Provide input on matters pertaining to RMC Adventurer activities.
- 579 2. Have a working relationship with the RMC Youth Director, Executive Coordinator(s), and
580 Adventurer Coordinator(s).
- 581 3. Act as support to the RMC Youth Director, Executive Coordinator(s), and Adventurer
582 Coordinator(s).
- 583 4. Be the main point-of-contact to RMC Adventurer Ministries regarding Family Networking
584 questions and programming.
- 585 5. Make progress reports to the Executive Coordinator(s) and Adventurer Coordinator(s) on all
586 RMC Adventurer Family Networking programs.
- 587 6. Work with the RMC Youth Director, Executive Coordinator(s), Adventurer Coordinator(s), and
588 Training Coordinator(s) regarding Adventurer Family Networking training classes at the annual
589 Leadership Convention, as set by the training schedule rotation, and/or as needed.
- 590 7. Work with the RMC Youth Director, Executive Coordinator(s), and Adventurer Coordinator(s)
591 regarding any other Family Networking matters throughout the year.
- 592 8. Assist the RMC Youth Director and Executive Coordinator(s) with other activities as needed
593 including but not limited to:
 - 594 a. Communication – write a Family Networking article and submit to Executive
595 Coordinator(s) or webmaster as requested
 - 596 b. Council Weekend – assist the Executive Coordinator(s) as needed.
 - 597 c. Family Networking – plan Family Networking activities as needed.
- 598 9. Encourage growth and learning throughout all levels of the RMC Adventurer Ministries.
- 599 10. Attend Adventurer/Pathfinder Council and Sub-council meetings to assist in planning of RMC
600 Adventurer functions as well as the overall Adventurer Family Networking program. These
601 meetings will be held at least quarterly or as often as necessary.
- 602 11. Keep accurate records of travel and contacts. This information should be kept in an appropriate
603 log or report form packet.
- 604 12. Send a report of all Adventurer Family Networking Coordinator activities to the Executive
605 Coordinator(s) by the 10th of the following month.
- 606 13. Submit travel reimbursement requests within 30 days of the incurred expense.
- 607 14. Fulfill all requirements of the suggested Administrative Point System.

608 **ARTICLE XI: TEEN COORDINATOR(S)**

609 **Section A: Selection**

- 610 1. Shall be selected at the annual Leadership Convention for a term of three (3) years, subject to
611 the approval of the RMC Youth Director.
- 612 2. Prior to the annual Leadership Convention, nominated Teen Coordinator(s) are evaluated and
613 recommendations made by the RMC Youth Director. See Article XIV: Section B: Nomination
614 Process.
- 615 3. The Teen Coordinator(s) may be reelected for an unlimited number of consecutive terms.

616 **Section B: Qualifications of the Teen Coordinator(s)**

- 617 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
618 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.

- 619 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
620 Elder, or an Adventurer/Pathfinder leader.
- 621 3. Must have been a Pathfinder Club Director for at least three (3) years.
- 622 4. Must be a Master Guide or actively pursuing the Master Guide curriculum, to be completed
623 within one (1) year of the Teen Coordinator(s) appointment.
- 624 5. Demonstrate a keen interest and maintain active involvement in Pathfinder and Teen Ministries.
- 625 6. Should possess strong people skills and be a great team player.
- 626 7. Must be willing to submit to a criminal background check as required by the RMC.
- 627 8. Must be willing to submit to yearly evaluations by the leadership at large at the annual
628 Leadership Convention.
- 629 9. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
630 subject to approval and 2/3 vote by the Pathfinder members and Teens/TLTs present at the
631 annual Leadership Convention.

632 **Section C: Duties of the Teen Coordinator(s)**

- 633 1. Be available to give assistance to the local Pastor and/or club leadership in promoting and
634 supporting local Conference, Union, and General Conference Pathfinder teen policies and
635 programs.
- 636 2. Contact each club twice per year to become familiar with its Teen/TLT program.
- 637 3. Attend Adventurer/Pathfinder Council meetings to assist in the planning of RMC Teen/TLT
638 functions as well as the overall Pathfinder Teen/TLT program. These meetings will be held at
639 least quarterly or as often as necessary.
- 640 4. Assist the Executive Coordinator(s) at Camporees, training courses, Fairs, and other RMC
641 Pathfinder functions.
- 642 5. Organized and convene a Teen Committee of no more than eight (8) members to help facilitate,
643 implement, and run Teen/TLT activities as scheduled. The committee shall consist of the Teen
644 Coordinators(s), Teen Representatives, and 4-5 other adult Pathfinder leaders of the Teen
645 Coordinator(s) choosing. These members do not need to be voted at the annual Leadership
646 Convention but shall be approved by the RMC Youth Director and Sub-Council.
- 647 6. Keep accurate records of travel and Pathfinder contacts. This information should be kept in an
648 appropriate log.
- 649 7. Send a report of all their Pathfinder activities to the Executive Coordinator(s) by the 10th of the
650 following month.
- 651 8. Submit travel reimbursement requests within 30 days of incurred expense.
- 652 9. Assist the Pathfinder Coordinator(s) with other activities as requested, to include but not limited
653 to:
- 654 a. Communication – write a Teen Article and submit to Executive Coordinator(s) or
655 webmaster as requested
- 656 b. Website – maintain Teen website
- 657 c. Points – maintain Teen points
- 658 d. Assist local clubs with such activities as Pathfinder Day Programs, Investitures, and
659 Inductions.
- 660 e. Annual Leadership Convention – assist in planning and teaching classes as needed
- 661 f. Council Weekend – assist in planning as needed

- 662 g. Contact churches, schools, and Pathfinder clubs to encourage development of new TLT
663 and Teen programs. Report results of these contacts to the RMC Executive
664 Coordinator(s).
- 665 h. Promote and direct area activities such as Teen Summit, Teen River Trip, Teen Survivor,
666 camping trips, athletic events, etc...
- 667 i. Fairs and Camporees – assist in planning activities as needed
- 668 j. Pathfinder Bible Bowl – assist with Bible Bowl activities as needed
- 669 k. Promote participation in community activities, i.e., parades, fairs, area-wide events,
670 mission projects, etc...
- 671 10. Fulfill all requirements of the suggested Administrative Point System.

672 **ARTICLE XII: TRAINING COORDINATOR(S)**

673 **Section A: Selection**

- 674 1. Shall be selected at the annual Leadership Convention for a term of three (3) years, subject to
675 approval of the RMC Youth Director.
- 676 2. Prior to the annual Leadership Convention, nominated Training Coordinator(s) are evaluated
677 and recommendations made by the RMC Youth Director. See Article XIV: Section B:
678 Nomination Process.
- 679 3. The Training Coordinator(s) may be reelected for an unlimited number of consecutive terms.

680 **Section B: Qualifications of the Training Coordinator(s)**

- 681 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
682 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
- 683 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
684 Elder, or an Adventurer/Pathfinder leader.
- 685 3. Must have been a Director of an Adventurer/Pathfinder club for at least three (3) years.
- 686 4. Must be a Master Guide for a minimum of five (5) years.
- 687 5. Must have the PIA or ALG (AIG when it is available) or be working towards completion within
688 one (1) year of Training Coordinator appointment.
- 689 6. Demonstrate a keen interest and maintain active involvement in Adventurer, Pathfinder, Master
690 Guide, and Youth Ministries.
- 691 7. Should possess strong people skills and be a great team player.
- 692 8. Must be willing to submit to a criminal background check as required by the RMC.
- 693 9. Must be willing to submit to yearly evaluations by the leadership at large at the annual
694 Leadership Convention.
- 695 10. Must be an active leader in the RMC Adventurer, Pathfinder, Master Guide Ministries for a
696 minimum of the two (2) previous years.
- 697 11. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
698 subject to approval and 2/3 vote by those members present at the annual Leadership Convention.

699 **Section C: Duties of the Training Coordinator(s)**

- 700 1. Provide input on matters pertaining to RMC Adventurer, Pathfinder, Master Guide, and Youth
701 Ministry Activities.

- 702 2. Have a working relationship with the RMC Youth Director, Executive Coordinator(s),
703 Adventurer Coordinator(s), Pathfinder Coordinator(s), and Master Guide Coordinator(s) and
704 support the RMC Youth Director and Executive Coordinator(s).
- 705 3. Schedule and plan Training weekends, i.e., Adventurer and Pathfinder Basic Staff Training,
706 Master Guide classes, ALG, AIG, PLA, and PIA, to include:
- 707 a. Find and coordinate instructors for courses outlined above.
708 b. Coordinate locations and dates for training events.
709 c. Coordinate budget items for training weekends with RMC Youth Director.
710 d. Create information flyers, newsletter articles, and mailings pertaining to training events.
- 711 4. Coordinate schedules and training dates with the Adventurer/Pathfinder Council.
- 712 5. Work with the RMC Youth Director and Executive Coordinator(s) regarding training classes at
713 the annual Leadership Convention, as set by the training schedule, as needed.
- 714 6. Work with the RMC Youth Director, Executive Coordinator(s), Adventurer Coordinator(s),
715 Pathfinder Coordinator(s), Master Guide Coordinator(s), and Teen Coordinator(s) regarding any
716 other training matters throughout the year.
- 717 7. Assist the RMC Youth Director and Executive Coordinator(s) with other conference activities
718 as needed.
- 719 8. Encourage growth and learning throughout all levels of the RMC Adventurer, Pathfinder,
720 Master Guide, and Youth Ministries.
- 721 9. Attend the Adventurer/Pathfinder Council meetings.
- 722 10. Keep accurate records of travel and contacts. This information should be kept in an appropriate
723 log or report form packet.
- 724 11. Send a report of all Training Coordinator activities to the Executive Coordinator(s) by the 10th
725 of each month.
- 726 12. Submit travel reimbursement requests within 30 days of the incurred expense.
- 727 13. Fulfill all requirements of the suggested Administrative Point System

728 **ARTICLE XIII: AREA COORDINATORS**

729 **Section A: Selection**

- 730 1. Shall be selected at the annual Leadership Convention and will include absentee voting prior to
731 the annual Leadership Convention for those individuals in the ACs “area leadership” who are
732 unable to attend. “Area leadership” will be defined as the clubs assigned to the Area
733 Coordinator. See Article XIV: Section C: Voting Requirements.
- 734 2. No more than one-fourth (1/4) of the ACs shall be voted or appointed in one year, i.e., if there are
735 eight (8) ACs, this would mean that no more than two (2) are appointed each year to serve a (4)
736 four-year term. ACs may be reelected for an unlimited number of consecutive terms.
- 737 3. Prior to the annual Leadership Convention, nominated Area Coordinators are evaluated and
738 recommendations made by the RMC Youth Director. See Article XIV: Section B: Nomination
739 Process.
- 740 4. The Area Coordinators may be reelected for an unlimited number of consecutive terms.

741 **Section B: Qualifications for Area Coordinators**

- 742 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
743 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.

- 744 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
745 Elder, or an Adventurer/Pathfinder leader.
- 746 3. Must have been a Club Director for at least three (3) years.
- 747 4. Must be a Master Guide or actively pursuing the Master Guide curriculum to be completed
748 within one (1) year of the Area Coordinator's appointment.
- 749 5. Demonstrate a keen interest and maintain active involvement in Adventurer or Pathfinder
750 Ministries.
- 751 6. Should possess strong people skills and be a great team player.
- 752 7. Must submit to a criminal background check as required by the RMC.
- 753 8. Must be willing to submit to yearly evaluations by the leadership at large at the annual
754 Leadership Convention.
- 755 9. Must be an active leader within the RMC Adventurer or Pathfinder Ministries for a minimum of
756 two (2) years.
- 757 10. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
758 subject to approval and 2/3 vote of their respective "area leadership" at the annual Leadership
759 Convention along with absentee voting from their respective "area leadership."

760 **Section C: Duties of the Area Coordinators**

- 761 1. Be available to give assistance to the local Pastor and/or club leadership in promoting and
762 supporting local Conference adventurer/Pathfinder policies and programs.
- 763 2. Contact each club in his/her area once per calendar month to become familiar with its program.
- 764 3. Complete all required evaluations for assigned clubs.
- 765 4. Attend Adventurer/Pathfinder Council meetings to assist in the planning of RMC functions as
766 well as the overall Adventurer/Pathfinder program. These meetings will be held at least
767 quarterly or as often as necessary.
- 768 5. Assist the RMC Youth Director at RMC Adventurer/Pathfinder functions.
- 769 6. Assist the Adventurer or Pathfinder Coordinator(s) in other activities as requested to include but
770 not limited to:
 - 771 a. Communication – gather and submit articles/information to Executive Coordinate(s) or
772 webmaster as needed/requested
 - 773 b. Investitures – assist in attending Investitures as requested by the Youth Director and
774 Executive Coordinator(s).
 - 775 c. Annual Leadership Convention – assist with check in, teaching classes, or any other
776 area as needed/requested by the Executive Coordinator(s)
 - 777 d. Fairs and Camporees – assist in planning and conducting as needed
 - 778 e. Pathfinder Bible Bowl– assist with Bible Bowl activities as needed
 - 779 f. Assist local clubs with such activities as Adventurer/Pathfinder Day Programs,
780 Inductions, and other activities as requested.
 - 781 g. Promote and direct area activities such as field trips, athletic events, leader training
782 courses, and leader meetings.
 - 783 h. Promote participation in community activities, i.e., parades, fairs, and area-wide events,
784 mission projects, etc.
 - 785 i. Fun Days – assist in planning and conducting as needed
- 786 7. Keep accurate records of travel and Adventurer/Pathfinder contacts. This information should be
787 kept in an appropriate log.

- 788 8. Send a report of all of their Adventurer/Pathfinder activities and contact to the RMC Youth
789 Director by the 10th of the following month.
790 9. Submit travel reimbursement requests within 30 days of the incurred expense.
791 10. Act as a liaison between the RMC and the Adventurer/Pathfinder clubs.
792 11. Fulfill all requirements of the suggested Administrative Point System.

793 **Section D: Area Coordinator in Training (ACIT)**

- 794 1. Shall be nominated and approved by the RMC Adventurer/Pathfinder Council.
795 2. Shall be assigned to an Area Coordinator for mentoring until:
796 a. They are deemed ready by the Adventurer/Pathfinder Council.
797 b. A position becomes available.
798 3. Shall be subject to the duties and accountabilities as outlined in Article XIII: Section C.
799 4. ACITs are not members of the Adventurer/Pathfinder Council. However, they may be invited
800 guests or attend in the absence of their assigned AC.

801 **SECTION XIV: NOMINATION AND VOTING PROCESS**

802 **Section A: Positions**

803 This process applies to the following positions: Executive Coordinator(s), Adventurer
804 Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Adventurer Family
805 Networking Coordinator(s), Teen Coordinator(s), Training Coordinator(s), Teen Representatives,
806 Assistant Teen Representatives, Adventurer/Pathfinder “At Large” Council Members,
807 Adventurer/Pathfinder Sub-Council “At Large” Members, and Adventurer/Pathfinder Area
808 Coordinators.

809 **Section B: Nomination Process**

- 810 1. Clubs will be notified, by the Executive Coordinator(s), of the elected positions that will expire
811 at the upcoming annual Leadership Convention. Notification shall occur no later than 60 days
812 prior to the convention. All letters will be sent out to the club directors and then should be
813 forwarded by them to their staff members. All RMC Adventurer and Pathfinder leaders, staff,
814 and Teens/TLTs have a voice in the nomination process.
815 2. Upon notification, clubs may either recommend reappointment or submit names for
816 replacement. Names must be submitted to the RMC Youth Department in writing no later than
817 45 days prior to the convention. Submitted names shall be forwarded to the
818 Adventurer/Pathfinder Sub-Council for tracking purposes.
819 3. Nominations will be reviewed and compiled by the Youth Director for verification and
820 accuracy. Any discrepancies and/or concerns will be addressed by the Youth Director and
821 Adventurer/Pathfinder Executive Committee for resolution, utilizing the Matthew 18 Principle.
822 The compiled list will be sent to the club directors no later than 30 days prior to the convention
823 to provide opportunity for feedback. Absentee ballots for Area Coordinators only will be sent at
824 this time.
825 4. The RMC Youth Director must receive any concerns or feedback no later than 15 days prior the
826 convention. In the absence of the RMC Youth Director, the nominations will be compiled by the
827 Executive Coordinator(s).

- 828 5. Absentee votes must be submitted in writing to the RMC Youth Director no later than one (1)
829 week prior to the annual Leadership Convention.
830 6. Nominations approved by the RMC Youth Director will be presented for a vote at the business
831 meeting during the annual Leadership Convention.
832 7. All elected positions may be reelected for an unlimited number of terms.

833 **Section C: Voting Requirements**

- 834 1. All voting will be performed by secret ballot.
835 2. The Executive Coordinator(s) will require a 2/3 vote of all Adventurer and Pathfinder leadership
836 and teens/TLTs present at the annual Leadership Convention as well as the Youth Director,
837 Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Adventurer
838 Family Networking Coordinator(s), Teen Coordinator(s), Training Coordinator(s), and all
839 Adventurer and Pathfinder Area Coordinators.
840 3. The Adventurer Coordinator(s) will require a 2/3 vote of all Adventurer leadership present at the
841 annual Leadership Convention including the Youth Director, Executive Coordinator(s), Master
842 Guide Coordinator(s), Adventurer Family Networking Coordinator(s), and all Adventurer Area
843 Coordinators.
844 4. The Pathfinder Coordinator(s) will require a 2/3 vote of all Pathfinder leadership and
845 teens/TLTs present at annual Leadership Convention as well as the Youth Director, Executive
846 Coordinator(s), Master Guide Coordinator(s), Teen Coordinator(s), and Pathfinder Area
847 Coordinators.
848 5. The Master Guide Coordinator(s) will require a 2/3 vote of all Adventurer and Pathfinder
849 leadership as well as the Youth Director, Executive Coordinator(s), Adventurer Coordinator(s),
850 Pathfinder Coordinator(s), Teen Coordinator(s), Adventurer Family Networking Coordinator(s),
851 Training Coordinator(s), and all Adventurer and Pathfinder Area Coordinators.
852 6. The Adventurer Family Networking Coordinator(s) will require a 2/3 vote of all Adventurer
853 leadership present at the annual Leadership Convention as well as the Youth Director, Executive
854 Coordinator(s), Adventurer Coordinator(s), and Adventurer Area Coordinator(s).
855 7. The Teen Coordinator(s) will require a 2/3 vote of all Pathfinder leadership and teens/TLTs
856 present at the annual Leadership Convention as well as the Youth Director, Executive
857 Coordinator(s), Pathfinder Coordinator(s), and Pathfinder Area Coordinators.
858 8. The Training Coordinator(s) will require a 2/3 vote of all Adventurer and Pathfinder leadership
859 and teens/TLTs present at the annual Leadership Convention as well as the Youth Director,
860 Executive Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide
861 Coordinator(s), Adventurer Family Networking Coordinator(s), Teen Coordinator(s), and all
862 Adventurer and Pathfinder Area Coordinators.
863 9. The Area Coordinators will require a 2/3 vote of each Area Coordinator’s “area leadership.”
864 “Area leadership” will be defined as the clubs assigned to the Area Coordinator. This includes
865 all directors, staff, and teens/TLTs in that Area Coordinators area. The Youth Director,
866 Executive Coordinator(s), and Master Guide Coordinator(s) will vote on all ACs. The
867 Adventurer Coordinator(s) and Adventurer Family Networking Coordinator(s) will vote on
868 Adventurer ACs, and the Pathfinder Coordinator(s) and Teen Coordinator(s) will vote on the
869 Pathfinder ACs.
870 10. The vote for the Adventurer/Pathfinder Council “At Large” member positions will be conducted
871 as outlined in Article IV: Adventurer/Pathfinder Council, Section B: Selection.

- 872 11. The vote for the Adventurer/Pathfinder Sub-Council “At Large” member positions will be
 873 conducted as outlined in Article XIV: Adventurer/Pathfinder Sub-Council, Section B: Selection.
 874 12. The Pathfinder Assistant Teen Representatives to the Council will require a majority vote by all
 875 Teens/TLTs present at the annual Leadership Convention as well as the Youth Director,
 876 Executive Coordinator(s), Pathfinder Coordinator(s), Teen Coordinator(s), and Teen
 877 Committee. If there is not a winner by majority vote, then the top two with the highest number
 878 of votes will advance to a second round of voting, as outlined previously. The individual with
 879 the highest number of votes will become the Assistant Teen Rep.
 880 13. Absentee voting will be allowed for Area Coordinator positions up to one (1) week prior to the
 881 annual Leadership Convention for those individuals who are unable to attend the annual
 882 Leadership Convention. Absentee ballots will only be sent to the Area Coordinators “area
 883 leadership.”
 884 14. In the absence of the Youth Director, all absentee votes must be submitted in writing to the
 885 Executive Coordinator(s) no later than one (1) week prior to the annual Leadership Convention.
 886 15. If any position fails to pass a vote and becomes vacant, the RMC Youth Director will appoint a
 887 person(s) to fill the vacant position according to the process outlined in Article XVI:
 888 Replacement Process. For example: An Area Coordinator serving in a position may become
 889 “appointed” to the position of the only reason a 2/3 vote could not be obtained was due to the
 890 lack of attendance by the ACs “area leadership” and not enough absentee votes were submitted
 891 prior to the annual Leadership Convention to account for 2/3 of the respective leadership.

892 **LEADERSHIP VOTING TABLE**

		PEOPLE VOTING																
		Youth Director	Executive Coordinator(s)	Adventurer Coordinator(s)	Pathfinder Coordinator(s)	Master Guide Coordinator(s)	Adv Family Networking Coord	Teen Coordinator(s)	Training Coordinator(s)	Adventurer Area Coordinator(s)	Pathfinder Area Coordinator(s)	Bible Bowl Coordinator	Area Leadership	Adventurer Leadership present	Pathfinder Leadership present	Teens / TLTs present	Teen Committee	Votes Required to pass
POSITION BEING VOTED	Executive Coordinator(s)	X		X	X	X	X	X	X	X	X	X		X	X	X		2/3
	Adventurer Coordinator(s)	X	X			X	X		X	X	X			X				2/3
	Pathfinder Coordinator(s)	X	X			X		X	X		X	X			X	X		2/3
	Master Guide Coordinator(s)	X	X	X	X				X	X	X			X	X	X		2/3
	Adv Fam Networking Coord	X	X	X										X				2/3
	Teen Coordinator(s)	X	X		X							X	X			X	X	2/3
	Training Coordinator(s)	X	X	X	X	X								X	X			2/3
	Adventurer Area Coordinators	X	X	X		X	X						X					2/3
	Pathfinder Area Coordinators	X	X		X	X		X				X	X					2/3
	Adventurer “At Large” Members	X	X	X			X			X				X				2/3
	Pathfinder “At Large” Members	X	X		X			X			X	X			X	X		2/3
	Teen Reps																	
	Assistant Teen Reps	X	X		X			X								X	X	2/3

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894 **ARTICLE XV: REMOVAL PROCESS**

895 **Section A: Positions**

896 This process applies to the following positions: Executive Coordinator(s), Adventurer
897 Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Adventurer Family
898 Networking Coordinator(s), Teen Coordinator(s), Training Coordinator(s), Teen Representatives,
899 Assistant Teen Representatives, Adventurer/Pathfinder Council “At Large” members,
900 Adventurer/Pathfinder Sub-Council “At Large” members, and Adventurer/Pathfinder Area
901 Coordinators.

902 **Section B: Removal**

- 903 1. Any person in an elected position, who cannot continue to serve appropriately and effectively,
904 must resign from their office by contracting the RMC Youth Director via a letter of resignation.
905 2. Any person in an elected position who becomes inactive in his/her duties in that position, i.e.,
906 has missed two (2) or more council or sub-council meetings or other conference sponsored
907 events, without prior arrangements, may be removed by a majority vote of the
908 Adventurer/Pathfinder Council at the next scheduled meeting.
909 3. If the RMC Youth Director discerns that an officer must be removed for any reason, the biblical
910 process defined in the SDA Church Manual and The Matthew 18 Principle will be followed.

911 **ARTICLE XVI: REPLACEMENT PROCESS**

912 **Section A: Positions**

913 This process applies to the following positions: Executive Coordinator(s), Adventurer
914 Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Adventurer Family
915 Networking Coordinator(s), Teen Coordinator(s), Training Coordinator(s), Adventurer/Pathfinder
916 Council “At Large” members, Adventurer/Pathfinder Sub-Council “At Large” members, and
917 Adventurer/Pathfinder Area Coordinators.

918 **Section B: Replacement**

- 919 1. If a replacement is needed during the year, the RMC Youth Director will appoint an interim
920 person to fill that position. In the absence of the RMC Youth Director, appointments will be
921 made by the Executive Coordinator(s).
922 2. All such appointments must be approved by a 2/3 vote of the Adventurer/Pathfinder Council
923 total membership.
924 3. Any new appointee will serve out the remainder of the term of the position replaced.

925 **ARTICLE XVII: AMENDMENT PROCESS** (see Appendix V)

- 926 1. This document may only be amended at the annual Leadership Convention by a 2/3 vote of the
927 Adventurer/Pathfinder leadership present at the convention including the Executive
928 Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide
929 Coordinator(s), Adventurer Family Networking Coordinator(s), Teen Coordinator(s), Training
930 Coordinator(s), and all Area Coordinators.
931 2. A Constitution Committee will review the Adventurer/Pathfinder Constitution every five (5)
932 years beginning in 2003.

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3. This committee will include the RMC Youth Director and six (6) members, three (3) will be Adventurer representatives and three (3) will be Pathfinder representatives, to be voted on at the annual Leadership Convention, as well as one (1) person appointed by the RMC Youth Director with previous active experience working on the RMC Constitution Committee. The Executive Coordinator(s) are excluded from this committee.
4. The committee will be convened at the four-year mark so that they will have one (1) year to work on the constitution before the five-year mark, i.e., if the constitution is to be reviewed and voted in 2013, then the committee will be voted in 2012.

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APENDIX I

Appointed Positions

971 **Section A: Background**

972 As stated in Article III: RMC Youth Director, the RMC Youth Director may appoint other
973 temporary positions to the Adventurer/Pathfinder Conference Staff. The Adventurer/Pathfinder
974 Council must approve such appointments.

975 **Section B: Action**

- 976 1. An individual, or couple, may be appointed to fill specific needs as deemed necessary by the
977 RMC Youth Director to allow for major issues or functions to be addressed.
- 978 2. These positions may include, but not limited to: Bible Bowl Coordinator, Conference Drill
979 Master, etc...
- 980 3. Any position added shall not change the overall reporting structure of the Youth Department.
981 However, they will report directly to the Adventurer, Pathfinder, or Master Guide
982 Coordinator(s) depending on which ministry their position is designated to serve with.
- 983 4. The appointed positions will not serve as full-time members of the Adventurer/Pathfinder
984 Council but will occasionally be invited to attend either the Sub-council and/or Council
985 meetings to give an update on upcoming events.
- 986 5. The appointed positions will only have voting privileges at those meetings to which they are
987 invited.
- 988 6. Any position added will require a 2/3 vote by those members present at the first
989 Adventurer/Pathfinder Council meeting following the appointment.
- 990 7. Job descriptions/positions added will be kept attached as Appendix: I.

991 **ARTICLE I: BIBLE BOWL MASTER**

992 **Section A: Selection**

- 993 1. As outlined in Appendix III: Section B, the Bible Bowl Master will be appointed as deemed
994 necessary by the RMC Youth Director.
- 995 2. The Bible Bowl Master may be appointed for an unlimited number of consecutive years.

996 **Section B: Qualifications of the Bible Bowl Master**

- 997 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
998 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
- 999 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
1000 Elder, or an Adventurer/Pathfinder leader.
- 1001 3. Must have been a Pathfinder Club Director for at least three (3) years.
- 1002 4. Must be a Master Guide or actively pursuing the Master Guide curriculum, to be completed
1003 within one (1) year of the Bible Bowl Master's appointment.
- 1004 5. Demonstrate a keen interest and maintain active involvement in Pathfinder Ministries.
- 1005 6. Should possess strong people skills and be a great team player.
- 1006 7. Must be willing to submit to criminal background checks as required by the RMC.

- 1007 8. Must be an active leader in the RMC Pathfinder Ministry for a minimum of the two (2) previous
1008 years.
1009 9. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
1010 subject to approval and 2/3 vote by those members present at the Adventurer/Pathfinder Council
1011 meeting following appointment.

1012 **Section C: Duties of the Bible Bowl Master**

- 1013 1. Be available to give assistance to the local Pastor and/or club leadership in promoting and
1014 supporting local conference, union, and General Conference Pathfinder Bible Bowl
1015 programming.
1016 2. Organize and plan the RMC Bible Bowl program. Planning shall include but not necessarily
1017 limited to the guidelines and information contained in the Pathfinder Bible Bowl/Experience
1018 manual. This will also include:
1019 a. Assign a lead Area Coordinator for each Area Bible Bowl.
1020 b. Assign a Quiz Master for each Area Bible Bowl.
1021 c. Secure a location for each Area Bible Bowl.
1022 d. Assist each lead Area Coordinator in coordinating programming if necessary.
1023 e. Ensure each lead Area Coordinator has the required equipment to run the Area Bible
1024 Bowl. Equipment will be stored at and distributed through the Youth Department.
1025 3. Organize and convene a Bible Bowl Committee of no more than five (5) members to help
1026 facilitate, implement, and run Bible Bowl activities as scheduled. The committee shall consist of
1027 the Youth Director or his/her appointee, Executive Coordinator(s), Bible Bowl Master, and two
1028 (2) active Pathfinder Council members of the Bible Bowl Master's choosing. These members do
1029 not need to be voted at the annual Leadership Convention but shall be approved by the RMC
1030 Youth Director and Adventurer/Pathfinder Sub-Council.
1031 4. Assist the Executive Coordinator(s) with other activities as requested.
1032 5. In coordination with the Youth Director or his/her appointee, attend Union and Divisional Bible
1033 Bowl/Experience meetings, in and out of the conference, when requested. If unable to attend,
1034 forward all applicable information to the Youth Director or his/her appointee to be presented at
1035 said meetings.
1036 6. Attend the Adventurer/Pathfinder Sub-council and/or Council meetings when invited.
1037 7. Keep accurate records of travel and Pathfinder contacts. This information should be kept in an
1038 appropriate log.
1039 8. Submit approved travel reimbursement request within 30 days of the incurred expense.

1040 **ARTICLE II: CONFERENCE DRILL MASTER**

1041 **Section A: Selection**

- 1042 1. As outlined in Appendix III: Section B, the Conference Drill Master will be appointed as
1043 deemed necessary by the RMC Youth Director
1044 2. The Conference Drill Master may be appointed for an unlimited number of consecutive years.

1045 **Section B: Qualifications of the Conference Drill Master**

- 1046 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
1047 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
1048 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
1049 Elder, or an Adventurer/Pathfinder leader.
1050 3. Must have at least three years experience as a Pathfinder club Drill Instructor.
1051 4. Must be a Master Guide or working towards completion within one (1) year of the Conference
1052 Drill Master's appointment.
1053 5. Demonstrate a keen interest and maintain active involvement in Pathfinder Ministries.
1054 6. Should possess strong people skills and be a great team player.
1055 7. Must be willing to submit to background checks as required by the RMC.
1056 8. Must be an active leader in the RMC Pathfinder Ministry for a minimum of the two (2) previous
1057 years.
1058 9. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
1059 subject to approval and 2/3 vote by the members present at the first Adventurer/Pathfinder
1060 Council meeting following appointment.

1061 **Section C: Duties of the Conference Drill Master**

- 1062 1. Provide input on matters pertaining to RMC Pathfinder, Master Guide, and Youth Ministry
1063 activities.
1064 2. Have a working relationship with and support the RMC Youth Director, Executive
1065 Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), and Training
1066 Coordinator(s).
1067 3. Be the main point-of-contact for Pathfinder clubs regarding Drill and March issues and Flag
1068 etiquette.
1069 4. Be available to provide training to Pathfinder club Drill Instructors.
1070 5. Organize and facilitate the parades during Pathfinder Fair and Adventurer Fun Day.
1071 6. Organize and facilitate Drill and March competitions at Pathfinder Fair.
1072 7. Organize and facilitate flag raising and lowering ceremonies during Pathfinder events.
1073 8. Create and/or maintain Drill and March score sheets, requirements, and educational materials.
1074 9. Encourage growth and learning throughout all levels of the RMC Adventurer, Pathfinder,
1075 Master Guide, and Youth Ministries.
1076 10. Attend the Adventurer/Pathfinder Sub-Council and/or Council meetings when invited.
1077 11. Submit approved travel reimbursement request within 30 days of the incurred expenses.
1078 12. Have knowledge of and utilize the NAD Pathfinder Club Drill Manual.

1079 **ARTICLE III: OUTDOORSMAN MASTER**

1080 **Section A: Selection**

- 1081 1. As outlined in Appendix III: Section B, the Outdoorsman Master will be appointed as deemed
1082 necessary by the RMC Youth Director.
1083 2. The Outdoorsman Master may be appointed for an unlimited number of consecutive years.

1084 **Section B: Qualifications of the Outdoorsman Master**

- 1085 1. Must be a baptized member of the SDA Church in good and regular standing, believe and support all
1086 fundamental SDA doctrines, and uphold the high standards of the SDA Church.

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2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church Elder, or a Pathfinder leader.
 3. Must demonstrate keen interest and strong skills in outdoor education
 4. Must be a Master Guide or be working towards completion within one (1) year of the Outdoorsman Master appointment.
 5. Should possess strong people skills and be a great team player.
 6. Must be willing to submit to a criminal background check as required by the RMC.
 7. Must be an active leader in the RMC Pathfinder Ministry for a minimum of the two (2) previous years.
 8. Any exceptions to the above qualifications can only be made by the RMC Youth Director, subject to approval and 2/3 vote by the members present at the first Adventurer/Pathfinder Council meeting following appointment.

1098 **Section C: Duties of the Outdoorsman Master**

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1. Provide input on matters pertaining to RMC Pathfinder, Master Guide, and Youth Ministry Outdoor Activities.
 2. Have a working relationship with and support the RMC Youth Director, Executive Coordinator(s), Pathfinder Coordinator(s), and Master Guide Coordinator(s).
 3. Be the main point-of-contact for Pathfinder clubs regarding resources for outdoor activities and locations.
 4. Be able to give assistance to Local club leadership or RMC leadership on site selection for outdoor events.
 5. Be available to provide training to local club leadership or RMC leadership on Outdoor Education including, but not limited to: Backpacking, Campcraft, Camping Skills, Hiking, Outdoor Leadership, Wilderness Living, and Winter Camping.
 6. Encourage growth and learning throughout all levels of the RMC Pathfinder, Master Guide, and Youth Ministries.
 7. Attend the Adventurer/Pathfinder Council meetings and Sub-Council meetings when invited.
 8. Submit travel reimbursement requests within 30 days of the incurred expense.

1114 **ARTICLE IV: PINWOOD DERBY MASTER**

1115 **Section A: Selection**

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1. As outlined in Appendix III: Section B, the Pinewood Derby Master will be appointed as deemed necessary by the RMC Youth Director.
 2. The Pinewood Derby Master may be appointed for an unlimited number of consecutive years.

1119 **Section B: Qualifications of the Pinewood Master**

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1. Must be a baptized member of the SDA Church in good and regular standing, believe and support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church Elder, or a Pathfinder leader.
 3. Must demonstrate keen interest and strong skills in outdoor education
 4. Must be a Master Guide or be working towards completion within one (1) year of the Outdoorsman Master appointment.
 5. Should possess strong people skills and be a great team player.
 6. Must be willing to submit to a criminal background check as required by the RMC.

- 1129 7. Must be an active leader in the RMC Pathfinder Ministry for a minimum of the two (2) previous
1130 years.
1131 8. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
1132 subject to approval and 2/3 vote by the members present at the first Adventurer/Pathfinder
1133 Council meeting following appointment.

1134 **Section C: Duties of the Pinewood Derby Master**

- 1135 1. Provide input on matters pertaining to RMC Pathfinder, Master Guide, and Youth Ministry
1136 Outdoor Activities.
1137 2. Have a working relationship with and support the RMC Youth Director, Executive
1138 Coordinator(s), Pathfinder Coordinator(s), and Master Guide Coordinator(s).
1139 3. Be the main point-of-contact for Pathfinder clubs regarding resources for Pinewood Derby
1140 Events.
1141 4. Be available to RMC Pathfinder clubs to provide training on Pinewood Derby cars.
1142 5. Have a working knowledge of all matters pertaining to Pinewood Derby, such as construction,
1143 weigh in, tracks, running the Derby, etc.
1144 6. Maintain the Pinewood Derby tracks.
1145 7. Assist the RMC Pathfinder Leadership on facilitating a date and location for the race.
1146 8. Facilitate the Racing events including weigh in, setup, and tear down.
1147 9. Assist in finding volunteers to fill various positions, as needed, to help with Pinewood Derby
1148 events. These positions may include, but are not limited to: Assistant Pinewood Derby Master,
1149 Track Officer, Head Judge, Assistant Judge, Official Scorekeeper, and Publicity Officer.
1150 10. Work with the Sub-council and Council to facilitate ordering appropriate awards and/or
1151 trophies.
1152 11. Encourage growth and learning throughout all levels of the RMC Pathfinder, Master Guide, and
1153 Youth Ministries.
1154 12. Attend the Adventurer/Pathfinder Council meetings and Sub-Council meetings when invited.
1155 13. Submit travel reimbursement requests within 30 days of the incurred expense.

1156 **ARTICLE V: AUDIO/VIDEO (A/V) MASTER**

1157 **Section A: Selection**

- 1158 1. As outlined in Appendix III: Section B, the A/V Master will be appointed as deemed necessary
1159 by the RMC Youth Director.
1160 2. The A/V Master may be appointed for an unlimited number of consecutive years.

1161 **Section B: Qualifications of the Audio/Video (A/V) Master**

- 1162 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
1163 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
1164 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
1165 Elder, or a Pathfinder leader.
1166 3. Must be a Master Guide or be working towards completion within one (1) year of the A/V
1167 Master appointment.
1168 4. Should possess strong people skills and be a great team player.

- 1169 5. Must be willing to submit to a criminal background check as required by the RMC.
1170 6. Must be an active leader in the RMC Pathfinder Ministry for a minimum of the two (2) previous
1171 years.
1172 7. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
1173 subject to approval and 2/3 vote by the members present at the first Adventurer/Pathfinder
1174 Council meeting following appointment.

1175 **Section C: Duties of the Audio/Video (A/V) Master**

- 1176 1. Provide input on matters pertaining to RMC Adventurer, Pathfinder, Master Guide, and Youth
1177 Ministry activities.
1178 2. Have a working relationship with and support the RMC, Youth Director, Executive
1179 Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), and Master Guide
1180 Coordinator(s).
1181 3. Be the main point-of-contact for RMC Adventurers and Pathfinders regarding audio/video
1182 needs.
1183 4. Be available to RMC Youth Director, Executive Coordinator(s), Adventurer Coordinator(s),
1184 Pathfinder Coordinator(s), Master Guide Coordinator(s), Training Coordinator(s), Bible Bowl
1185 Master, etc, to provide A/V assistance as needed.
1186 5. Have a working knowledge of all matters pertaining to Audio/Video equipment.
1187 6. Assist the RMC Adventurer/Pathfinder Leadership with audio/video equipment for training
1188 events or other needs as approved by the RMC Adventurer/Pathfinder Council.
1189 7. Distribute, setup, and tear down all audio/video equipment in the individual classrooms during
1190 the annual Leadership Convention and other events as needed.
1191 8. Work with the Sub-council and Council to facilitate ordering appropriate audio/video
1192 equipment.
1193 9. Encourage growth and learning throughout all levels of the RMC Adventurer, Pathfinder,
1194 Master Guide, and Youth Ministries.
1195 10. Attend the Adventurer/Pathfinder Council meetings and Sub-Council meetings when invited.
1196 11. Submit travel reimbursement requests within 30 days of the incurred expense.

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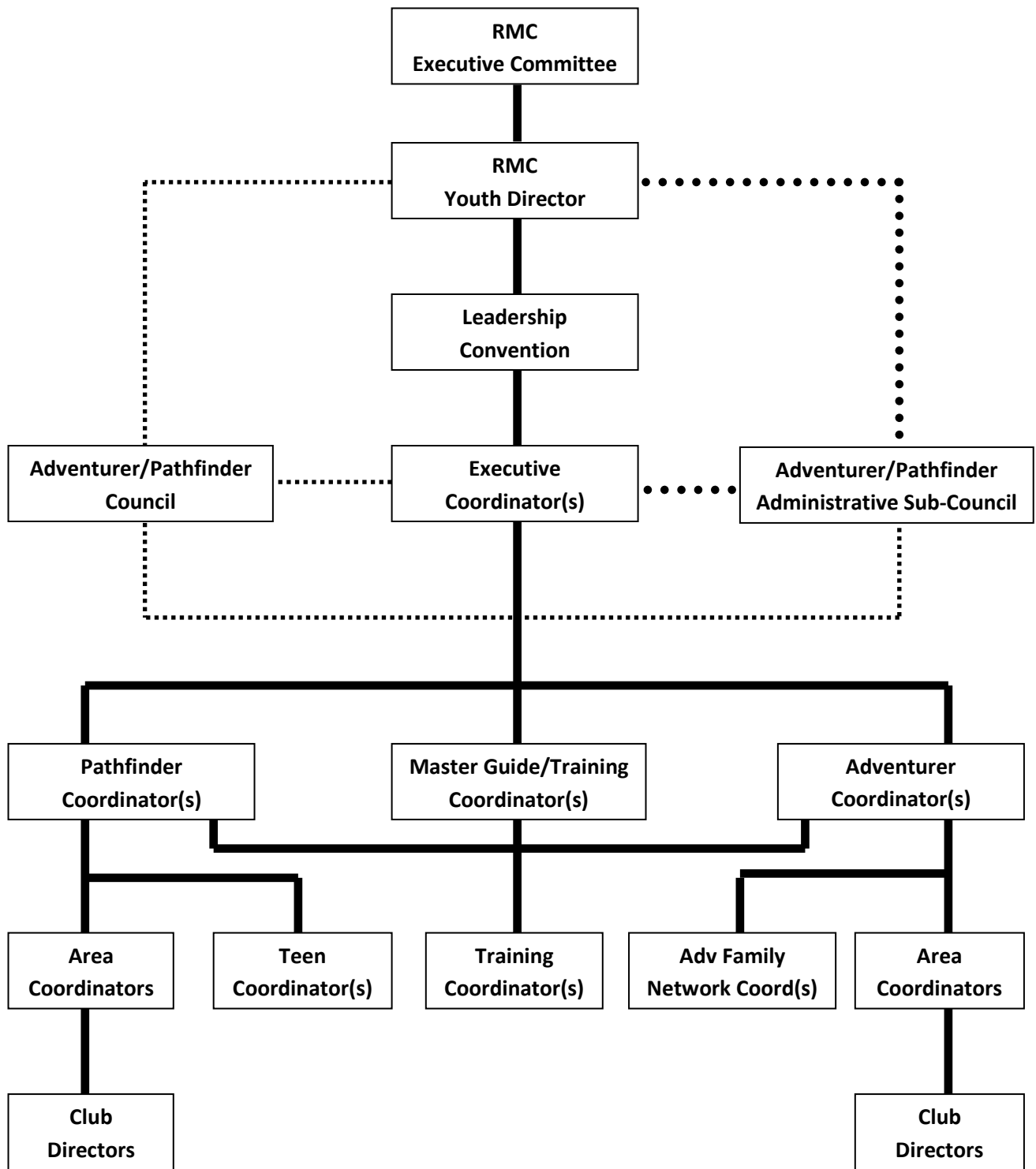
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APPENDIX II

Flow Chart For The

RMC Adventurer/Pathfinder Organizations



— - Direct Communication Flow ••••• - Alternate Administrative Communication Flow
..... - Administrative Communication Flow

APPENDIX III
Sample of the Suggested Administrative Point system

Executive Coordinator(s)

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Executive Coordinator's Name: _____

October 1 - September 30 Year _____

<u>Accountability Items</u>	<u>Notes</u>	<u>Points Possible</u>	<u>Points Earned</u>
Pathfinder/Adventurer Council Meetings		800*	
Pathfinder Sub-Council Meetings		1200*	
Attend Pathfinder Fair		200	
Attend Adventurer Fun Day		200	
RMC Leadership Convention		300	
Teaching at a Conference Sponsored Event		100-500*	
Visit 1 church without a Pathfinder club		100	
Visit 1 church without an Adventurer club		100	
Monthly Reports - fill out & turn in to RMC		1200*	
Attend 2 Inductions (1 Adv.& 1 Path)		200**	
Attend 1 Pathfinder Sabbath		200	
Attend 1 Adventurer Sabbath		200	
Attend Pathfinder Camporee		200	
Attend 4 Investitures (2 Adv. & 2 Path)		400**	
Year-End-Review with Youth Director		400-600	
TOTAL		6200-6800	
Start up a new club (BONUS)		500	
Total with bonus		6700-7300	

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1241 * Based on 100 pts per council meeting, report form, or class taught
1242 ** Based on percentage visited or attended

1243 6500+ points = \$100 Gift Certificate
 1244 6200-6499 pts = \$50 Gift Certificate
 1245 5900-6199 pts = \$25 Gift Certificate
 1246 5600-5899 pts = Hearty Thanks
 1247 Less than 5600 = Mid-year review required

APPENDIX IV

RMC Adventurer and Pathfinder History

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1250 **August 1984** At the Rocky Mountain Conference Camporee, in the Tetons of Wyoming, near
1251 Togwotee Pass, in August 1984, discussion was given to the need for an Area
1252 Coordinator program.

1253 **October 1984** In October 1984, at the Pathfinder Leadership Convention at Glacier View Ranch,
1254 Pastor Al Williamson called together Don Beans, Terry Dodge, Tim Freeman, Gerry
1255 Moses, Bill Nelson, Henry Vaden, and John Vaden to develop an Area Coordinator
1256 program to help him share the load of the Rocky Mountain Conference Pathfinder
1257 ministry. Duties would include: assist with Investitures, Camporees, Fairs, Induction
1258 ceremonies, and to promote the Pathfinder ministry throughout the Rocky Mountain
1259 Conference. John Vaden was then elected Executive Coordinator.

1260 **August 1985** "CAMP HALE CAMPOREE," the first North American Division (NAD) Camporee,
1261 was held at Camp Hale, Colorado. There were 16,129 Pathfinders and staff
1262 representing 940 clubs. There were also 1500 volunteers present.

1263 **January 1986** In January 1986, Lila Barton, Ken Jerabek, and Edryn Kast were added as
1264 Coordinators. Also, Larry Pester filled Henry Vaden's place and Betty Tech filled
1265 Tim Freeman's place.

1266 **Spring 1986** When Don Beans moved to the South in the spring of 1986, the number of Area
1267 Coordinators remained at eight.

1268 **February 1988** In February 1988, under the direction of Pastor Ron Whitehead and the Area
1269 Coordinators, a Pathfinder Constitution sub-committee was established to draw up a
1270 constitution. The sub-committee members were: Pastor Ron Whitehead, Lila Barton,
1271 Gerry Moses, and John Vaden.

1272 **August 1989** We went to Mount Union, Penn for the "FRIENDSHIP CAMPOREE" and had a
1273 wonderful time. Pastor Ron Whitehead was our Youth Director at that time. Over
1274 18,000 Pathfinders attended.

1275 **Late 1990/Early '91** Ron Whitehead had a dream. We wanted to put on a Camporee that broke even with
1276 no help from NAD or The Union Conference. We started to make plans. Yes, it was
1277 scary, but we knew if we did it like a business and built good people as the key
1278 people that we would make it. We really did not know how successful we were until
1279 it was all over. The Camporee was "DARE TO CARE."

1280 **Early 1990s** RMC adopted the NAD Adventurer Program. Sue Nelson was the 1st Adventurer
1281 Coordinator.

1282 **1994** "DARE TO CARE," an international Pathfinder Camporee, was hosted and run by
1283 the RMC. There were 12,232 attendees from 23 different countries. It was 10 miles
1284 west of Denver near the Red Rocks Amphitheater at Bandimere Speedway.

1285 **April 1995** Ron Whitehead left to start the CENTER FOR YOUTH EVANGELISM at Berrien
1286 Springs, Michigan. There another Camporee was born.

1287	August 1997	Phil Muthersbaugh became the RMC Youth Director.
1288	June 1999	Joe Savino became the new RMC Youth Director.
1289		Another International Camporee is scheduled for 2004. The theme will be "FAITH
1290		ON FIRE."
1291	August 1999	"DISCOVER THE POWER" was the next International Camporee. RMC ran the
1292		Panning for Gold activity and built an old mining town and ran it. It was very
1293		successful, and they want it back again in 2004. Over 22,200 Pathfinders attended.
1294	Late 2001/Early '02	Joe Savino reconvened a Constitution Committee to review and update the
1295		Pathfinder Constitution. The committee members were: Pastor Joe Savino, Michael
1296		Bright, Chris Hill, Pastor Herman Ottshofski, and Mark Wakefield.
1297	June 2002	Carla Wakefield was voted in as the 3 rd Adventurer Coordinator.
1298	July 2002	Tobin Dodge became the new RMC Youth Director.
1299	August 2002	Lila Barton, Ken Jerabek, Sue Nelson, and Mark Wakefield were the first four (4)
1300		Master Guides to be invested with their Pathfinder Leadership Award (PLA) in the
1301		RMC. This was done at the MAU Camporee in Lexington, Nebraska.
1302	September 2003	Tobin Dodge received a call to become the Ranch Manager at Glacier View Ranch
1303		(GVR) therefore vacating the position of Youth Director.
1304		The RMC Adventurers and Pathfinders voted in at the annual Leadership Convention
1305		to accept the new and revised constitutions, one for each ministry, to be reviewed
1306		and updated every five (5) years.
1307	February 2004	Lila Barton, Ken Jerabek, and Mark Wakefield were the first three (3) Master Guides
1308		to be invested with their Pathfinder Instructor Award (PIA) in the RMC. This was
1309		done at the NAD Leadership Convention in Denver, Colorado.
1310	June 2004	Peter Braman became the new RMC Youth Director.
1311		Mark and Carla Wakefield were voted in as the new Adventurer/Pathfinder
1312		Executive Coordinators.
1313	August 2004	"FAITH ON FIRE" was the next International Camporee. It was once again held in
1314		Oshkosh, Wisconsin. RMC ran the "Nugget City," which was an old mining town
1315		with panning for gold, a jail with a lot of "outlaws," an old fur trapper's cabin, a
1316		Church with stained glass (Plexiglas) windows, and an old train. It was a huge
1317		success with over 33,000 attendees from over 100 countries.
1318	September 2005	Kathy MacDonald was voted in as the 4 th Adventurer Coordinator.
1319	January 2006	Don and Chris Hill were voted in as the new Adventurer/Pathfinder Executive
1320		Coordinators.
1321	February 2006	The NAD Adventurer Committee voted in the new Little Lamb program in
1322		Jacksonville, Florida. Part of the curriculum was from the RMC program that was
1323		developed by Denise Bittler when she was the RMC Adventurer Coordinator. The
1324		Little Lamb song "Jesus is My Shepherd" was written by Mark Wakefield from the
1325		RMC.

1326 **July 2007** 1st annual Pathfinder Leadership Award (PLA) training weekend was held in the
1327 RMC.

1328 **September 2007** It was voted at the annual Leadership Convention to combine the Adventurer and
1329 Pathfinder Constitutions into one (1) constitution representing both ministries
1330 equally. The Constitution Committee was then voted in consisting of three (3)
1331 Adventurer representatives who were Michael Gonzalez, Mara Espinosa, and Carla
1332 Wakefield and three (3) Pathfinder representatives who were Dale Bridger, Chuck
1333 Gadway, and Mark Wakefield. Pastor Pete Braman was also on the committee due to
1334 his position as Youth Director.

1335 **October 2007** The Adventurer and Pathfinder Councils voted to combine into one united
1336 Adventurer/Pathfinder Council.

1337 **February 2008** Mark and Carla Wakefield were the first two (2) Master Guides in the RMC to be
1338 invested with the Adventurer Leadership Growth (ALG). They were also two (2) of
1339 the first six (6) people invested with this award in the NAD. This was done at the
1340 NAD Leadership Convention in Dallas, Texas.

1341 **August 2009** “COURAGE TO STAND” was the next International Camporee. It was once again
1342 held in Oshkosh, Wisconsin. RMC was in charge of the hangers containing all of the
1343 Honors as well as watching over the inflatable activities. Over 36,000 attendees from
1344 over 100 countries were in attendance.

1345 **June 2010** The 1st Adventurer Leadership Growth (ALG) training weekend was held.
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APPENDIX V

Article of Amendments

September 2004
Revised August 2008

STATEMENT OF PURPOSE

Section A: Background

1. As stated in **Article XVII: Amendment Process** of the Adventurer/Pathfinder Constitution, the constitution may only be amended at the annual Leadership Convention by a 2/3 vote of the members present at the annual Leadership Convention. The Adventurer/Pathfinder Constitution will be reviewed every five (5) years beginning in 2003 by a Constitution Committee.
2. Upon review of the Adventurer/Pathfinder Constitution for the upcoming elections that will take place in September 2004 at the annual Leadership Convention, it was noted that the number of votes required to pass a nominated leadership position had been left out. See Article XIV: Nomination and Voting Process.

Section B: Action

1. An Article of Amendments shall be added to the Rocky Mountain Conference Adventurer/Pathfinder Constitution to allow for major issues to be addressed and corrected as needed.
2. Any Amendments added shall not change the context or meaning of the constitution. They will be added to either strengthen or clarify the current document.
3. Any Amendment added will require a 2/3 vote by all members present at the annual Leadership Convention.
4. Any Amendment added will be kept in a separate document and will be attached as Appendix V.
5. Any Amendment added will be reviewed and either added as a permanent change to the constitution or deleted during the normal review cycle as outlined in Article XVII: Amendment Process.