

ROCKY MOUNTAIN CONFERENCE



**New Director's Packet
for Pathfinder Leaders**

Rocky Mountain Conference New Director's Packet For Pathfinder Leaders

This is a quick reference guide, with excerpts from The Pathfinder Staff Manual and the Florida Staff Handbook. For complete information on any subject referenced, please consult your Staff Manual or your Area Coordinator.

Prepared by
The Youth Department of the
Rocky Mountain Conference of Seventh-day Adventists
2520 S. Downing St.
Denver, CO 80210

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HELP! I'm a new Pathfinder Director. What do I do now?

Step I. Call your Rocky Mountain Conference Youth Department

1. Find out who your Area Coordinator (AC) is. Your AC is your link to knowing what's going on. They are your friend, your life-line. CALL them, USE them, ASK them! Get their name, address, telephone number, e-mail address and KEEP IN TOUCH.
2. Request the Monthly Report Form Packet. This packet has all the forms you will need for the year.
3. Give them your name, address, telephone number and e-mail address, so they may contact you.

Step II. Organize your club

1. **Present the plan to the Church Board.** Before starting a new Pathfinder club ministry, plans should be submitted to the church board by a local church member for authorization to organize a Pathfinder club ministry. The conference Executive Coordinator and/or the Pathfinder Coordinator could be invited to answer questions and give recommendations. It is important that the parents of Pathfinder-age youth support the plan to organize a Pathfinder club ministry.
2. **Use of Conference Executive Staff.** Any of the following Conference Executive staff can assist in guiding a new club ministry when starting up. The conference Executive Coordinator and/or the Pathfinder Coordinator are responsible for guiding all clubs in the conference as well as the conference Youth Director. A church desiring a club should send the Charter Application to the RMC Youth department. The Youth Department will keep the original application on file and send Pa copy to the Executive Coordinator and the Pathfinder Coordinator who will work together with reviewing and communicating with the pastor and church leadership. When authorization is given to operate a Pathfinder club ministry, the conference youth department will send a "Certificate of Operation" to the club director (see sample). An application to continue operation should be sent every year thereafter before beginning the next Pathfinder year.
3. **Inform the congregation during the worship service.** It is important that all church members be informed about the Pathfinder club's objectives and its program. Someone qualified by experience to speak in behalf of the Pathfinder club and the needs of junior youth should present this information to the entire church, preferably during the worship hour on Sabbath. It might be the conference or union executive Pathfinder coordinator, the local church pastor, a Pathfinder area coordinator, or some other qualified person as quest speaker.
4. **Call a special organizational meeting.** A special meeting, preferably on Sabbath afternoon, should be scheduled to bring together those who would be interested in the organization of a Pathfinder club. Invite all Master Guides, all parents of primary or junior age children, all school teachers (either public or church school), all teachers in the primary or junior Sabbath school divisions, all adults who would be interested in teaching hobbies and skills to the boys and girls, and others interested in junior youth. During this meeting explain the details in regard to the Pathfinder organization. A few Pathfinders visiting from some neighboring club might demonstrate some of their accomplishments and display the uniform. An appeal should be made for volunteers to help in the Pathfinder club, and an informational questionnaire should be circulated.

5. **Elect director and deputy directors.** At the close of the training course, the church board should become familiar with those who are best qualified to lead out in the Pathfinder club and recommend to the church a director, deputy directors and Pathfinder club executive director.
6. **The Pathfinder Club Executive Committee.** The Pathfinder club executive committee consists of the pastor, senior AY leader, superintendents or teachers of the upper church school grades, club director and deputy directors. The director is chairman. This group sets major policies for the operation, goals and objectives of the club and selects counselors and instructors.
7. **Build the program.** This may be the most important step in the entire organization. Program building consists of long-range planning. The objectives of the club over a period of months and years should be brought into focus. The club activities should conform to these overall objectives. Each meeting should be planned in detail weeks in advance. Recognition of the characteristics of junior youth will lead the staff to break the year's program into three or four segments, each with distinct activities and objectives. These segments give flexibility to the year's program, allowing new ideas and features to be introduced from period to period.
8. **Guest night.** Guest night is on a general activity night approximately two or three weeks before enrollment night. Each Pathfinder may invite one of his special community friends to this "guest night" club meeting. The director should become acquainted with each visiting young person. During the conversation, the director should ask, "Would you like to join our Pathfinder club?" If the answer is "Yes," visit the home the very next week and explain the complete program, showing a willingness to work with the family about their Sunday or Sabbath feelings.
9. **Enrollment night.** (*See Sample.*)
 - a. Send letter to potential Pathfinder family four weeks before enrollment night.
 - b. Advertise Pathfinder program.
 - c. Receive Membership Application and Health Record form.

Weeks before enrollment night/Event

4	Church Bulletin
3	Attractive Bulletin Board
2	Junior & Earliteen Sabbath School Program
2	Church Missionary Period
2	Director's Letter to Potential Pathfinder
1	Pastor's Letter to Parent of Potential Pathfinder
1	Church Service, Emphasizing Program
0	Enrollment Night

d. Train and uniform staff before enrollment night.

The director, deputy directors, counselors, and instructors form the staff of the club. There should be a number of occasions when the staff comes together for training. Thus each person becomes familiar with his duties and the overall scope of club activity. These staff members should secure uniforms and place insignia properly.

10. **Home visitation program.** Counselors should visit each Pathfinder in his/her unit immediately. It is very important for the Pathfinder counselor to go to the home of each new Pathfinder and introduce himself/herself as (child's name)'s counselor.
 - a. If application blank and health record is not completely filled out, do so then.

- b. Remind the family of club time.
- c. Answer all questions concerning uniforms, campouts, club program, etc. Before leaving emphasize the fact that as a counselor, you want to help the parent in any way you can.

11. Induction program approximately three weeks after enrollment night. (*See Sample.*)

12. Community and church interest. Once a Pathfinder club is established, appeal to church and community interests that have not previously been interested. The director should make friends with every Pathfinder family. Help each non-SDA Pathfinder family become acquainted with the pastor. These families can then be invited to hear what the church has to offer them. The Pathfinder club should be evangelistic.

13. Repeat steps 8-13 in planning each year's program. Most clubs plan their year around the school year. The conference year for points is from May through April.

14. First Club Meeting. It is important that this club meeting be one of fun and excitement, with membership involved in the activities.

7 Steps for Successful Pathfinder Leadership booklet is available through Advent Source, Lincoln, NE. (www.adventsource.org)

CLUB POINT SYSTEM EXAMPLE

Attendance: Give 5 points for attendance if the Pathfinder is present for the meeting (even if tardy).

Punctuality: If the Pathfinder is not there when you start your program then he loses all 5 on-time points.

Uniform: When full dress uniform is specified, deduct one point for each item missing from or wrong with the Pathfinder's uniform.

Conduct: This should be graded by staff. On the back of the report write the date and a note of why you may have deducted some points.

Participation: The participation should be graded by the counselor and instructor. On the back of the report put the date and the reason some points were deducted. Be specific.

Bonus points: Bonus points are nursing home, field trips or anything that the whole club takes part in. Give the Pathfinder 5 points for going and 5 points for uniform. On the back of this report specify what you have given bonus points for and the dates.

Campout: For campout give 25 points unless the Pathfinder did not behave. If points are deducted please specify why on the back of the report.

Honors: Write on the back of the report the date an honor is completed and what the honor is. Give the Pathfinder 25 points for each honor up through 5 and then give her 50 points for the one honor she did on her own. Be specific on the back of the report when reporting points for a self-completed honor.

This report form or a copy of it should be turned in each month to the administrative director.

SOME HELPFUL HINTS
On
GETTING YOUR PROGRAM ACROSS

1. Always have your local council vote a proposal.
2. Present your calendar budget and yearly activities to the church board.
3. Stay close to your local Pathfinder Council. (Director, deputy director, pastor, area coordinator, teacher or principal.)
4. Present your program as the council's program.
5. Keep your pastor apprised of new plans.
6. Never present a plan to the board that the pastor knows nothing about.
7. Make regular reports to the board and church about the progress and activities of the Pathfinders.
8. Always be in need of something. Have a vision and make it known.
9. Remember that you are the Pathfinder spokesman on the board.
10. Use positive arm twisting to arouse indifferent members to involve themselves for youth.
11. Keep your plans before the Lord and He will open doors.
12. Utilize as many members as possible in your planning.

DUTIES OF THE PATHFINDER DIRECTOR

The director of the club should be an adult who is devoted to young people and who is sympathetic to the problems of the junior age. This director should be a Master Guide and should have taken the Pathfinder Staff Training Course. If the director is not a Master Guide, she should become one as soon as possible.

The club director should be resourceful and enthusiastic and he must be a member in good and regular standing of the Seventh-day Adventist Church.

All activities of the club will be under her supervision, and she must call, organize, and arrange for each club meeting. Since the success and morale of any club will depend largely upon the leadership of the club director, she should be an example of spirituality, neatness, promptness, good sportsmanship, amiability and self-control.

The Pathfinder Club Director is responsible for seeing that the club reaches its objectives successfully. He is chairman of the Pathfinder Executive Council and presides when the Executive Committee meets. He

also presides at the club staff meeting unless he has appointed a Deputy Director to take charge. He keeps in touch with Pathfinder Headquarters at the conference office and renders reports as required.

The Pathfinder Director is a member of the Church Board and plans the total program for the year.

She should be a person who understands boys and girls, works well with her staff, carries responsibility, possesses an eagerness to recognize new ideas, and shows initiative in their implementation. Above all, she should be a sincere Seventh-day Adventist Christian whose whole life demonstrates what God can do in the lives of boys and girls.

The director should set the example by wearing a neat, complete uniform regularly.

The director should continually be training someone to replace them in the future. They should be doing so at all levels.

DUTIES OF THE DEPUTY DIRECTOR

Deputy directors shall accept the assignments of the director and share in the leadership responsibilities of the club. There should be one or more deputy directors according to the local club needs. Ideally, a woman supervises the girls' units and a man the boys' units.

A deputy director designated by the director takes charge of club meetings in the director's absence. He may also be asked by the director to preside at staff meetings.

If the club is large, there may be deputy directors for the following areas of responsibility:

- Camping activities officer and camp equipment inspector
- Nature project officer and field trip administrator
- Craft and skill coordinator and hobby display and show programmer
- Discipline and security officer
- Building arrangement officer

If there are not sufficient deputies to care for each of the various responsibilities, then each deputy should assume more than one duty.

All deputy directors should possess the same high qualities of leadership as those outlined for the director. Respect and regard should be shown to the director and all should walk in close harmony with one another.

DUTIES OF A CLUB TREASURER

If Pathfinding is to assume its place in providing the right kind of training for the boys and girls of the church it must have equipment and supplies and meeting facilities that will make it attractive. It has been observed that clubs that operate a good program are able to obtain the means to properly administer the program.

The clubs should elect a treasurer. The treasurer should deposit the club money received from dues and fund-raising with the church treasurer. The club will receive a receipt which will be a protection for the officers of the club.

For club expenses the club treasurer should ask the church treasurer for an amount of spending money known as petty cash. This money then can be accounted for in a businesslike way with supporting receipts.

In some areas several churches have formed a district Pathfinder Club. They elect a treasurer to serve the large club. This then makes it possible for the club treasurer to hold all funds. The treasurers of the contributing churches can forward all Pathfinder funds to the club treasurer. The club books should be audited once a year for protection of the club officers who must handle church funds.

No club will survive without the proper handling of funds and careful planning for the year. A budget should be made with the staff and submitted to the executive committee and church board. Care should be taken not only in preparing a budget, adequate fund raising, and church promotion, but also in the distribution and handling of the funds. (See Sample budget.)

DUTIES OF A PATHFINDER COUNSELOR

One of the key positions in a Pathfinder club is counselor. A counselor is placed in a position of heavy responsibility, for he has the closest contact with young hearts and minds. One should never accept this important position unless he has a love for boys and girls and is willing to rightly represent the exalted principles of heaven. Being a counselor is not just another outlet for one's entertainment, it is a duty of the highest order, that of training the young to become true soldiers of the Lord Jesus Christ.

A counselor must be a sincere, dedicated Christian. Boys and girls are quick to detect insincerity in one who fellowships with them. They see through any cloak or sham that an officer might try to put on, and they will have nothing to do with someone who thus tries to deceive them. A counselor must be willing to learn and grow, and should set a good and right example. As a spiritual leader the counselor may, by the grace of God, draw her unit close to her and direct their young minds to higher and holier thoughts and aspirations than ever before. It is her responsibility to guide them to an understanding of right and wrong, and to a full commitment to their Savior. It may prove to be one of her most fulfilling experiences.

The counselor is the leader of a unit of four to eight Pathfinders. Men should lead boys and women should lead girls. The counselor is to work together with the captain and scribe in guiding the activities and attitudes of the unit.

The counselor should always be with his Pathfinder unit unless an associate counselor is caring for it. During craft periods his unit might be dispersed among several crafts, and at that time his members are under the responsibility of the instructor. If a problem arises the counselor should work with the instructor to correct it.

The counselor needs to become well acquainted with her unit members. She should enter into all the various activities with them and thus win their confidence. She should become acquainted with the parents and home conditions. It is recommended for a counselor to plan an occasional activity outside of the club period with her unit, but only if the director of the club authorizes her. These periods of fellowship should have a spiritual tone, and should promote moral growth. Counselors must constantly remember that they are working to build character.

A counselor should labor diligently to form a happy, understanding friendship with each Pathfinder in his unit. This may mean the difference between success and failure in each young life.

Counselors should always set a good example by wearing a neat, complete uniform. They should broaden their knowledge of arts, crafts, and nature so that they may help expand the knowledge of their members.

A counselor should learn to march and drill with her unit. This instills in the counselor a greater feeling of self-confidence and develops good leadership skills.

A counselor should defend the standards and principles of the club at all times. He should also work in complete harmony with other officers of the club, and be willing to serve whenever called upon to perform a duty, whether it be great or small. He should protect the character and rank of every other officer, thus binding all together in a positive program for the saving of our boys and girls.

INSTRUCTORS

Instructors for various classes and skills can be drawn from the staff, but specialists in certain fields may be selected from the church or community to conduct courses. The instructor's responsibility is to teach the class and reflect the Seventh-day Adventist Christian ideals.

ADMINISTRATIVE DIRECTOR

For large clubs, the administrative director is the executive officer and adviser for the teen and junior Pathfinder clubs. The administrative director is the liaison between the directors of the two clubs and they should consult him/her on their programs and activities. When the two clubs meet together, the administrative director directs the activities. He/she will have the responsibility to recruit new members and attend as many club meetings as possible. He/she is a member of the church board representing the Pathfinder club organization. If a third person cannot be found to fulfill this responsibility, either the junior or teen director can assume the responsibility of an administrative director.

T.L.T. JOB DESCRIPTION

Each T.L.T. (Teen Leader in Training) is assigned to a junior club unit for the year to assist a senior counselor in conducting group activities. This includes:

Taking attendance and making sure unit members are properly uniformed.

Assisting drills and helping Junior Pathfinders learn and master basic marching maneuvers.

Assisting in teaching honors and class work.

Helping juniors on campouts by teaching camp set up and take down, preparation for inspections, and fieldwork.

Placing phone calls to Pathfinders who are absent from meetings to determine cause of absence and encourage regular attendance.

SPECIAL FUNCTIONS

Becoming a T.L.T. is an honor. T.L.T.'s are a special group of Pathfinders training to be the leaders of tomorrow by taking charge of today!

With high honor should come special privileges and functions. Here are some suggested activities that T.L.T.'s might share with their leader:

- Water skiing trips
- Theme park trips
- Pizza and ice cream feed
- Snow ski trips
- White water rafting

CONCLUSION

The T.L.T. program is the outgrowth of a need to provide you with enjoyable activities and peer fellowship beyond the age of the current Pathfinder program.

Equally important, the Pathfinder program retains this important group in the center of club activity. Leadership skills are nurtured while each T.L.T. provides vital assistance in the continuation of the existing program.

T.L.T.'s offer enthusiasm, innovation, and support for the program. The qualities they provide give the Pathfinder program a nucleus of future leaders necessary to maintain a vibrant dynamic organization for future generations. Contact RMC Conference for TLT Training times.

CAMPOUTS

DUTIES OF COUNSELOR ON CAMPOUTS

1. When your unit has details please stay with them to make sure it is done properly.
2. No Pathfinder leaves the camp area unless the counselor or another adult goes with him.
3. Counselor and unit will set and strike their tents where instructed.
4. Encourage the units to eat together and check eating utensils after each washing.
5. Each counselor is responsible for her unit during quiet hours.

PATHFINDER CLUB RULES AND REGULATIONS

1. No one is to leave the church area or campsite without permission from his counselor, and each Pathfinder must report back to his counselor upon return. No Pathfinder is to leave his tent at night without permission from the counselor. Persons disregarding this rule are subject to dismissal from the club. No one is to go anywhere away from the group at night without permission of the counselor. If permission is granted, an adult must accompany the Pathfinder.
2. No un-chaperoned girl-boy companionship is permitted on Pathfinder meeting nights, campouts, or other activities.
3. When whistle blows, Pathfinders line up immediately and come to attention with their units.
4. Whistle will blow fifteen minutes before meals to give each unit time to wash their hands. If they do not wash before entering line they will not be served.
5. Each unit will take turns doing KP as scheduled.
6. Each Pathfinder will wear the designated uniform, as ordered by the director.
7. All Pathfinders will participate in every activity.
8. Talking back to the counselors, director, deputy director, or other adults will not be tolerated.
9. Bedtime is no later than 10 o'clock on Friday night. Quiet time on Sabbath morning is until 7 o'clock.
10. There is to be no gum or candy during meetings.

Agreed to by: _____
(Pathfinder Signature)

Agreed to by: _____
(Parent Signature)

This form has to be signed by both parents and Pathfinder. This form must be given to the director before the Pathfinder may take part in any Pathfinder function.

Pathfinder Club Emblem



Red (Sacrifice)

Reminds us of Christ. “For God so loved the world that he gave his only begotten Son, that whosoever believeth in him should not perish, but have everlasting life.” (John 3:16)

White (Purity)

We desire to have the purity and righteousness of Christ’s life in our lives.

Blue (Loyalty)

It is the purpose of the Pathfinder Club to help teach us to be loyal to: Our God in heaven; Our parents; Our church.

Gold (Excellence)

Standard of measurement. The Pathfinder Club has high standards to help build strong character for the kingdom of heaven.

Three sides (Completeness)

Completeness of the Godhead – Father, Son, Holy Ghost.

Tripod of education:

Mental	Crafts and honors.
Physical	Campouts, work bees.
Spiritual	Missionary activities, witnessing

Shield (Protection)

In the Scripture God is often called the shield of His people. “Fear not . . . I am thy shield.” (Gen. 15:1)

Sword (Bible)

The sword is used in warfare. A battle is always won by offense. We are in a battle against sin, and our weapon is the Word of God.

PATHFINDER PLEDGE

By the grace of God.

I will be pure.

Only as we rely on God to help us can we do His will.

I will fill my mind with everything that is right and true and spend my time in activities that will build a strong, clean character.

I will be kind.

I will be considerate and kind not only to my fellow men but also to all of God's creation.

I will be true

I will be honest and upright in study, work and play and can always be counted upon to do my very best.

I will keep the Pathfinder Law.

I will seek to understand the meaning of the Law and will strive to live up to its spirit, realizing that obedience to law is essential in any organization.

I will be a servant of God.

I will pledge myself to serve God first, last, and best in everything I am called upon to be or do.

I will be a friend to man.

I will live to bless others and do unto them as I would have them do unto me.

PATHFINDER LAW

Keep the Morning Watch.

I will have prayer and personal Bible study each day.

Do my honest part.

By the power of God I will help others, and do my duty and my honest share, wherever I may be.

Care for my body.

I will be temperate in all things and strive to reach a high standard of physical fitness.

Keep a level eye.

I will not lie, cheat or deceive, and will despise dirty talk or evil thinking.

Be courteous and obedient.

I will be kind and thoughtful of others, reflecting the love of Jesus in all my association with others.

Walk softly in the sanctuary.

In any devotional exercise I will be quiet, careful and reverent.

Keep a song in my heart.

I will be cheerful and happy and let the influence of my life be as sunshine to others.

Go on God's errands.

I will always be ready to share my faith and go about doing good as did Jesus.

CHILD ABUSE

Child abuse has become a major problem in the United States today. There are over 1,500,000 cases of child abuse reported annually and five thousand children die each year in America as a result of abuse by their parents. With such high statistics it is important that the Pathfinder staff be aware of what constitutes child abuse and what needs to be done if child abuse is suspected.

Definition

Researchers have designated eight types of neglect and abuse. They are: physical neglect, moral neglect, medical neglect, educational neglect, physical abuse, sexual abuse, community neglect, and emotional neglect. The most serious, the easiest to prove, and the most dealt with are physical and sexual abuse.

Physical abuse involves physical injury to the child in some manner that was not accidental. This includes multiple fractures in the long bones, fractures of the skull, soft tissue injuries and bruises, and subdural hematoma.

Physical neglect, which is much harder to prove, includes inadequate nutrition, unsuitable clothing for the weather, substandard housing, and unhealthful living conditions.

The definition of sexual abuse includes everything from indecent exposure to full intercourse and rape. Statistics show that 1 out of every 4 girls (some statistics say 1 out of 3) are abused sexually before they reach 18 years of age and 1 out of every 8 boys are abused sexually before 18. Some estimate that this number is low because sexual abuse is often not reported. Eighty percent of all abuse is instigated by a relative. In 90 percent of the cases the offender is a male and the victim is a female.

What to Look For

The Pathfinder comes into contact with children for extended and intimate periods of time such as campouts. The staff should know what signs to be aware of that indicate the possibility of abuse, either physical or sexual. Remember, there can be other circumstances that can cause any of these symptoms. However, when several symptoms are present there is a possibility of sexual abuse and you have a responsibility to investigate.

Physical abuse

Physical signs:

- Cuts, welts, or swelling
- Burns; cigarette burns or “doughnut-shaped” burns from immersion in scalding liquids
- Burns with a pattern such as from an iron
- Fractures
- Scars with a peculiar pattern; looped or rounded
- Bruises
- Bite marks

Physically abused children will often have successive injuries. One will not have healed before they have another one.

Behavioral characteristics:

- Sleep difficulties
- Thumb sucking and nail biting
- Fearfulness

- Listlessness and apathy
- Aggression and violence or withdrawal

SEXUAL ABUSE

Physical Indicators:

- Torn or stained underclothing
- Difficulty with bowel or bladder control
- Soreness, bleeding, or discharges from a non-menstruating girl.
- Trauma to breasts, buttocks, lower abdomen, thighs, genitals, or rectal area.
- Evidences of self-mutilation (cuts, sores, cigarette burns)

Behavioral characteristics:

- Regressive behavior such as thumb sucking or bed wetting.
- Refusal to undress under normal circumstances (getting ready for bed)
- Avoiding physical contact
- Poor personal hygiene
- Obsessively good behavior
- Frequent unprovoked anger, such as mutilation of toys
- Panicking or flinching when being touched, like when being tucked in at bedtime.
- Continually falling asleep during the day.
- Seductive behavior.
- Fire setting.
- Cruelty to smaller children and animals.
- Obsession with punctuality.
- Frequent sore throats, difficulty swallowing or choking.
- Sudden weight gain or extreme weight loss.

When there is abuse within a family there is usually more than one child involved. If a child comes to you with a story of abuse, remember that in only 1 in 1,000 instances is a self-reported abuse false, and that falsifying an abuse is virtually non-existent in preadolescents.

A victim of abuse will tell, on average, nine people about the abuse before the victim is believed. It is because of this disbelief that abusers get away with the abuse they inflict. If you do not investigate a potential abuse, consider the fact that an abuser will abuse an average of 70 different individuals over his lifetime. If he can be stopped and helped before he gets to the other 69 you will have spared many people a lot of pain.

Being Prepared

As a Pathfinder staff you need to be prepared to deal with this problem. There is a list of resources and help hotlines for abuse listed at the end of the chapter in the Pathfinder Manual. The important thing to remember is: Most state laws require abuse to be reported to the police. If you suspect abuse, and especially if a child has told you they are being abused, you must report it to the police and to a local social agency in your town. Do not go to the potential abuser for confirmation. They will almost always deny it and that will place the child in a dangerous situation. Report the abuse to an agency that is equipped to deal with the situation.

You might also want to inform the pastor of your church so he can be aware of the situation, since the abuser will, most likely, be a member of your church. The pastor can provide counsel or recommend a qualified Christian counselor for the family. Even if you feel repulsion at the events that have happened, remember that the whole family is suffering and is in need of Christian love and support during this time.

As a Pathfinder director, you need to be aware of potential hazards in dealing with children. When choosing your staff, be especially careful to check out staff that will be working closely with Pathfinders. Child abusers are difficult to spot. They are often considered “upstanding” people within the community, are members of a church, and often find work in situations that bring them access to children; such as Pathfinders. Child abusers were often abused as children. If you are aware that someone has suffered abuse as a child, be hesitant to put them in position where they will have direct access to children. In the majority abuse situations the child knows and trusts the adult, which makes it much more difficult for the child to be believed. The abuser will often threaten the child not to tell.

If a Pathfinder comes to you, as the director, with a story of abuse from a staff member, do not tell the Pathfinder he/she is lying and ignore the problem, no matter how reputable the staff member may be. Children rarely make up stories of abuse. **You must, (in some instances you may even be legally liable) report the incident to the proper authorities.**

Training the Staff

With the heightened awareness of child abuse in this country today, many parents will be on the lookout for potential abuse in their children. As a Pathfinder director you can help to protect you, your staff, your church, the Pathfinder name, and your children by providing staff training. Teach your staff what to look for in potential child abuse and tell them to come directly to you if they suspect anything. They should not hesitate to tell you if they feel another staff is exhibiting improper behavior with the Pathfinders.

Not only should you and your staff be aware of signs of abuse the staff needs to be trained how and when to touch a child. A casual touch can easily be misinterpreted by a child or a parent. Do not touch a child anywhere near their private parts. Do not fondle them or hug them excessively, ask them to sit on your lap, or instigate any other sexually suggestive acts. Even done in innocence, a certain touch or act can easily be misinterpreted.

Nor should the staff ever physically punish a child. Corporal punishment, except by a parent or guardian, is against the law. Even if a child “deserves” punishment, they should not be physically punished by anyone in the Pathfinder staff. The staff should never hit or push a child, for any reason, or physically endanger them in any way.

By being aware of their behavior toward the Pathfinder members the staff can do a lot to protect themselves from potential misunderstandings or even lawsuits. If a situation develops where a staff has physically harmed a child, the director should immediately report it to the parent and not try to “cover it up.” There can be potentially serious consequences from physical action towards a child.

Preventative Training for Children and Parents

The Pathfinder club may consider holding child abuse awareness classes. These classes can be held for the children themselves to teach them that their bodies are sacred and should not be touched in certain ways and certain places and that they have the right to say “no” to an adult who approaches them in an improper way. There are many excellent resources available for this kind of class. Keep in mind that research does not show a significant effect in preventative training for children under 6.

Another beneficial class can be held for parents to give them information on child abuse, what to look for, what to do, and how to teach their own children to prevent abuse.

UNIFORMS

LADIES and GIRLS:

- Regular Tan Pathfinder shirts from Advent Source (short or long sleeves).
- Black skirts, black dress slacks with pleated front (no jeans or cords), black coulots, black skorts, black Bermuda shorts with pleats in the front.
- Low heeled black dress shoes (not tennis shoes), black socks, black hosiery.
- Black sash

MEN and BOYS:

- Regular Tan Pathfinder shirts from Advent Source (short or long sleeves).
- Black dress slacks (not jeans or cords) with pleated front. Bermuda shorts with pleats.
- Low heeled black dress shoes (not tennis shoes), black socks.
- Black sash

MASTER GUIDE UNIFORM

- Tan Pathfinder shirt/blouse
- Forest Green slacks/skirts
- Black shoes
- Forest Green sash

Uniforms are available from AdventSource, Lincoln, NE. (www.adventsource.org)
(For placement of patches, see sample.)

REQUIREMENTS FOR PATHFINDER CLUB MEMBERSHIP

1. Youth in grades 5 to 10 is the official age for Pathfinder membership. Where two clubs exist, children in grades 5 or 6 will join the junior club, and those in grades 7-10 will join the teen club.
2. Club activities include crafts, campouts, field trips, regular club meetings and fund-raising campaigns. The Pathfinder must agree before joining the club to participate and cooperate in these activities.
3. Members must be faithful in attendance. Many clubs establish limits on absences and tardiness's, and Pathfinders who do not comply with these regulations are asked to withdraw from the club.
4. The Pathfinder's parents must be willing to cooperate with the regulations and activities of the club, as agreed to on the *Pathfinder Application Blank*. At times they will be asked to supply money and time to support their child's membership. It is also important that they attend parent meetings sponsored by the Pathfinder club.
5. New members must pay an application and insurance fee, and all members pay club dues on a monthly or quarterly basis.
6. Pathfinders should own or rent from the club, and regularly wear a complete Pathfinder uniform. They must come to meetings and club-sponsored events in full uniform, as advised by the club director. Pathfinders will dress neatly and modestly both in and out of uniform and will refrain from wearing jewelry at any time.
7. Pathfinders are expected to obey all regulations, instructions, and orders of the Pathfinder staff.
8. Club members must be willing to participate in community projects and Share Your Faith and Outreach programs (Halloween, Ingathering, etc.).
9. Club members will be expected to participate and cooperate in all conference events, such as camporees and fairs.
10. Pathfinders must learn and live by the principles of the Pathfinder Pledge and Law.
11. The club membership is presented with the Teen or Junior Pathfinder Membership I.D. Card at the Induction program.

Note: The Junior and Teen Membership Cards are available from AdventSource, 5040 Prescott Avenue, Lincoln, NE 68506 (www.adventsource.org)

RULES AND REGULATIONS

1. Pathfinders and parents are to fill out the membership application and health record, and pay the club fee as scheduled on enrollment night. A club fee consists of three parts: club dues, uniform rental and registration fee.
2. Pathfinders absent, tardy or dropping membership from the local Pathfinder club.
 - a. If no excuse for tardiness the Pathfinder loses ___ points.
 - b. If no excuse for absence it is left on the record as unexcused.
 - c. Three unexcused absences on the scheduled Pathfinder calendar, (as published on enrollment night), the Pathfinder is dropped from club membership. An excused absence would be illness to the Pathfinder, a business trip, or a family vacation.
 - d. If the ex-Pathfinder member wants to rejoin the Pathfinder club, they can join at the beginning of the next Pathfinder quarter and must pay the club registration fee again. They have, however, disqualified themselves from any conference Pathfinder award representing outstanding Pathfinder achievement.
 - e. If a Pathfinder enrolls in the Pathfinder club and decides they do not want to maintain membership, the club can only return one-half (1/2) of the quarterly dues, providing that the Pathfinder withdraws membership before the fifth club meeting following enrollment or induction night, whichever comes first; otherwise the Pathfinder will lose the total club dues. The Pathfinder forfeits the registration fee in any situation.
 - f. As new Pathfinders are enrolled, beginning with the second quarter of the Pathfinder calendar, the dues are prorated according to the Pathfinder calendar on the quarterly basis. The new Pathfinder will pay a minimum of one-half (1/2) the yearly club dues plus the total enrollment and uniform rental fees whenever the enrollment occurs.
 - g. A minimum of three months constitute a Pathfinder calendar quarter. An active Pathfinder club must be active for a minimum of three calendar quarters to qualify for conference awards.
 - h. These rules are designed to enhance the Pathfinder club program. Also, these rules, plus local club standards, help the family and the local church value Pathfinder club membership more highly.
3. All Pathfinder club members will participate in a point plan known as a “Merit Program.”
 - a. Club members will receive a value of 0 to 10 points for complete uniform, neatness, and unit attention.
 - b. Members will receive ___ points for attendance on time.
 - c. Members will lose ___ points for unexcused tardiness.
 - d. Members may earn extra points for helpfulness to the club or leadership.
 - e. Members will receive a value of 0 to 15 points for club participation (disobedience, rowdiness, politeness, etc., are taken into consideration). The Pathfinder Law becomes a living demonstration.
 - f. There are rewards for attaining a certain percentage of points for both the individual and the units.
 - g. Points used can be determined by the local Pathfinder executive council.
 - h. The points as suggested above are issued at every official Pathfinder club meeting as promoted for the Pathfinder calendar year and two weeks before the beginning of a new quarter.
4. Members will be placed in a unit consisting of 4-8 members and will be expected to cooperate with counselor, captain, scribe, and other members.
5. Members are not to leave the meeting without being excused by the director.
6. Members are expected to participate in drills and learn teamwork, coordination, precision, and respect.
7. Members will be expected to rent from the club a complete uniform by the time the Pathfinder club Induction Ceremony is held.

8. The local Pathfinder club issues the uniform insignia to be worn by the Pathfinder.
9. Any variation of the rules and regulations of the Pathfinder club must first be approved by the Pathfinder executive council, then by the sponsoring church administration board.

INSURANCE

Insurance is provided through each individual club's church.

CLUB PROGRAMMING

Each club meeting should include opening ceremonies, devotional, pledge & law, Pathfinder song, unit meeting, craft & honors, marching & drilling. Duration can be 1 ½ hours – 2 hours. (See Sample Club Program.)

CLUB DISCIPLINE

In a Pathfinder club good discipline provides an environment that is conducive to cheerful attitudes and cooperative behavior. It emphasizes guidance rather than restraint and is constructive rather than destructive. It is not crippling, it is enabling. It encourages self-control and purposeful activity and discourages punishment. The best kind of discipline is present but not seen. It teaches the Pathfinder to do the right thing at the right time in the right way.

PATHFINDER CLUB FLAG

At regular meetings or special meetings the Pathfinder flag is displayed in a conspicuous place in the club room, preferably in the front of the room near or on the platform. If both the United States flag and the Pathfinder flag are displayed on the platform, the United States flag is displayed to the speaker's right and the Pathfinder flag to the speaker's left. If both are displayed on the same level as the audience, the United States flag is displayed to the group's right and the Pathfinder flag to the group's left.

At Pathfinder camporees, when the national flag and the Pathfinder flag are displayed together in front of a tent, the national flag is placed on the left as one faces the tent, and the Pathfinder flag is placed on the right as one faces the tent.

It is proper to display the Pathfinder flag at such occasions as Pathfinder fairs, Pathfinder camporees, Pathfinder Day in the church, civic parades, and county or state fairs where the Pathfinder club has an exhibit.

The Pathfinder Flag is available through Annin & Company, One Annin Drive, Roseland, NY 07068 or Dettra Flag Company, Inc., P.O. Box 408, Oaks, PA 19456.

UNIT GUIDONS AND CLUB BANNER

Guidon:

1. The guidon is a unit identification flag. It is carried at ceremonies and when prescribed by the club director.

2. The guidon bearer is specially selected by the unit counselor.
3. To face with the guidon, raise the staff 1 inch off the ground by bending your right arm slightly, but keep the staff in a vertical position throughout the movement. After executing the movement, automatically lower the staff to the ground.
4. Execute **PRESENT, ARMS; PARADE, REST; AT EASE; STAND AT EASE;** and **REST** with the unit.
5. When marching at route step or at ease, you may hold the guidon in either hand at the carry position.
6. Execute **PARADE, REST** by doing these things. On the preparatory command **PARADE**, let your right hand slide up the staff until the forearm is horizontal and grasp the staff. On the command of execution, **REST**, thrust the staff straight forward until your arm is fully extended, at the same time place your left hand behind your back as in individual drill.
7. Execute **AT EASE** similarly to parade rest, except that you may slightly relax your right arm.
8. When given **REST**, hold the guidon in either hand.
9. When not in formation, salute with the guidon at order or carry positions by moving your left arm across your body and with your forearm and wrist straight, fingers and thumb extended and joined, palm down, touch the staff with the first joint of your forefinger, turning your head and eyes toward the person or flag saluted. With the guidon at the order position, touch the staff just above the right wrist. With the guidon at the carry position, touch the staff just below the right shoulder.

Banner:

Each club should have a banner with its name on it to display in the club room, to carry in front of the national flag/Pathfinder flag in parades and to display in the booth at the fair.

FORMS

Pathfinder Club Charter Application

Church Name: _____

Pastor's Name: _____

Director's Name: _____

Mailing Address: _____
Street City State Zip

Home Phone: _____

Work Phone: _____

Cell Phone: _____

E-mail: _____



Philosophy of Pathfinders

The purpose of having a Pathfinder Club is to lead its membership into a growing, redemptive relationship with Christ and to build its membership into responsible, mature individuals and to involve its membership in active selfless service. All Pathfinder leaders are Christians working hand in hand with parents, teachers and pastors providing optimum opportunities for Christian development. The Pathfinder Ministry is an extension of home, school and church; it is an experimental laboratory where growth and learning flourish. The membership involves youth in grades 5-10 who have a desire for group activities ranging from community and world mission projects to nature, outdoor camping activities, AY/Pathfinding class curriculum and AY Honors. Above all, Pathfinding gives youth an environment in which to actively expand their personal experience with Christ.

Your Commitment to Pathfinders

We, the undersigned, have read, understand, and are in full agreement with the above Philosophy of Pathfinding and agree to support our club through those means with which the Lord has blessed this church, including finances, staff volunteers, securing a place to meet, transportation on outings and other such needs as may arise in the fulfillment of this ministry, and to assist and support the work of the Pathfinder Ministry in this conference and around the world.

Signatures

Other Church Board Members:

Church Pastor: _____

Head Elder: _____

Church Clerk: _____

Club Director: _____

Date: _____

Please return this application to the RMC Youth Department.

This Pathfinder Club Yearly Application is sent to every church in the conference by the RMC Youth Director. The purpose is to allow the church leadership to purposefully request to the conference that they are interested in sponsoring an Adventurer Ministry in their church. This application is available at the Rocky Mountain Conference Office at 2520 S. Downing St., Denver, CO 80210.

Due July 10th

Church Name: _____

Pastor's Name: _____

Director's Name: _____

Mailing Address: _____
Street City State Zip

Home Phone: _____

Work Phone: _____

Cell Phone: _____

E-mail: _____



Philosophy of Pathfinders

The purpose of having a Pathfinder Club is to lead its membership into a growing, redemptive relationship with Christ and to build its membership into responsible, mature individuals and to involve its membership in active selfless service. All Pathfinder leaders are Christians working hand in hand with parents, teachers and pastors providing optimum opportunities for Christian development. The Pathfinder Ministry is an extension of home, school and church; it is an experimental laboratory where growth and learning flourish. The membership involves youth in grades 5-10 who have a desire for group activities ranging from community and world mission projects to nature, outdoor camping activities, AY/Pathfinding class curriculum and AY Honors. Above all, Pathfinding gives youth an environment in which to actively expand their personal experience with Christ.

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BACKGROUND CHECK INFORMATION

Shield the Vulnerable

www.shieldthevulnerable.com

DIRECTIONS for Shield the Vulnerable:

1. Click the button that says, "First-Time Sign Up Click Here"
2. Select "Seventh-day Adventist" from the drop-down list.
3. Select "Mid-American" from the drop-down list.
4. Select "Rocky Mountain Conference" from the drop-down list.
5. Click Confirm.

Each person will then proceed through the screens selecting the appropriate options as they come.

If you or anyone else has questions, please contact:

Danielle Toddy, Director Human Resources, Rocky Mountain Conference of Seventh-day Adventists

2520 S. Downing St., Denver, CO 80210

Direct: 303-282-3610, or 800-254-9678, ext. 1610

Fax: 303-496-0002

Each staff member or adult volunteer, **MUST** go through Shield the Vulnerable Background Check (www.shieldthevulnerable.com), unless you already filled out forms within the last three (3) years.

Every three (3) years you will be required to redo Shield the Vulnerable online.



DRIVER QUESTIONNAIRE

SEND TO:

THIS IS ONLY A SAMPLE

PLEASE PRINT OR TYPE

DRIVER _____ BIRTHDATE _____
Last First Middle Mo Day Year

DRIVER'S LICENSE # _____ SOC. SEC # _____

STATE LICENSED IN _____ HOME ADDRESS _____
Street Number

_____ City State Zip Code

BY WHAT INSTITUTION FOR WHICH YOU DRIVE _____
Department

TYPE VEHICLE YOU DRIVE FOR DENOMINATION: () Utility () School Bus
() Auto () Semi-Tractor

NUMBER OF YEARS DRIVING EXPERIENCE IN THIS TYPE OF VEHICLE _____

PLEASE LIST ALL CITATIONS AND ANY ACCIDENTS IN THE LAST THREE YEARS. GIVE THE DATES AND DETAILS OF EACH CITATION AND ACCIDENT.

I HEREBY AUTHORIZE STATE FARM INS. TO OBTAIN MY MOTOR VEHICLE OPERATING RECORD, IN THE EVENT OF A SUB-STANDARD RECORD, I UNDERSTAND STATE FARM MAY NOTIFY MY EMPLOYER. OTHERWISE, THE INFORMATION IS KEPT CONFIDENTIAL.

Signature of Driver Date

PATHFINDER CLUB EVALUATION

Guidelines

A Club Evaluation will be arranged mutually between the Club Director and the Area Coordinator. It will be held on the usual meeting night by the Area Coordinator.

The purpose of the Club Evaluation is to be an aid to the Pathfinder Director in helping them to bring their club up to the highest standard possible. There are four main areas that will be assessed. They include club operations, administration, club events, and club equipment.

DEFINITIONS OF INSPECTION ITEMS ON THE INSPECTION SHEET.

1. **ATTITUDE & PARTICIPATION**...There should be a positive attitude and complete participation by all Pathfinders and Staff.
2. **AY CLASSWORK**...The focus here is on a regular on-going program with some type of participation in the AY Classwork each month.
3. **COUNSELORS**...There should be one (1) counselor for each unit/squad.
4. **CRAFTS/HONORS**...Craft honors should be taught each semester. Strive for balance between nature and craft honors.
5. **DRILL & MARCH**...How often and how long? The focus here is a regular on-going program.
6. **NATURE HONORS**...Nature honors should be taught each semester. Strive for balance between nature and craft honors.
7. **OPENING EXERCISES**...Include the Pathfinder Pledge and Law, Pledge of Allegiance, Flag ceremony, worship, and prayer.
8. **SPIRITUAL TONE**...Includes worship for every Pathfinder meeting and the spiritual tone of the whole meeting.
9. **UNIFORMS**...The standard for this is 100% in the uniform that is designated by the Director for that particular night. The club should be in Full Dress Uniform for the Club Evaluation.
10. **ATTENDANCE**...Based on the percentage attending Pathfinder meetings. The minimum Conference requirement is 80%.
11. **CHURCH BOARD ATTENDANCE**...The SDA church manual states that all Pathfinder Clubs are to have a representative on the church board. NAD strongly recommends that your club director attend these.
12. **CLUB OBJECTIVES**...All staff members should be aware of the Pathfinder philosophy as found in the Pathfinder Staff Manual beginning on page 9. This should be the basis for the club objectives.
13. **CURRENT MEDICAL FORMS**...There must be a current copy, within the last 12 months, on every Pathfinder and Staff.
14. **EMERGENCY CONTACT LIST**...A copy of the emergency contact list must be presented.
15. **MONTHLY REPORTS**...The Conference takes the ten (10) highest monthly reports for the Pathfinder year.
16. **POINT/MERIT SYSTEM**...Show a copy of the point/merit system.
17. **PREPARED BUDGET**...Present a copy of the prepared yearly budget, which should include the money earning projects (fundraisers).
18. **PROJECTED SCHEDULE**...Present a copy of the projected schedule/calendar. This should be a minimum of two (2) months ahead.

19. **PUBLIC RELATIONS**...With parents, church, pastoral staff, and the local news. Present copies of communications between Pathfinder Club, parents, and others.
20. **STAFF BACKGROUND CHECKS**...A background check must be submitted on all new staff. Background checks must be updated every 3 years.
21. **STAFF MEETINGS**...One (1) per month is the standard.
22. **YEARLY REGISTRATION**...The Pathfinder Club must turn in their yearly Pathfinder, Teen, and Staff registration forms by the due date listed on the forms.
23. **CAMPOREE**...The criteria for this is 5 points for attendance at Camporee and 5 points for participating in the events at the Camporee.
24. **CAMPOUTS**...How often? What kind? Percentage of participation? The Conference requires a minimum of two (2) a year, one (1) of which is the Conference sponsored camping experience (the yearly Camporee).
25. **FAIR**...The criteria for this is 5 points for attendance at the Fair and 5 points for participating in the events at the Fair.
26. **INDUCTION CEREMONY**...Does the club have a yearly induction ceremony for all new Pathfinders?
27. **INVESTITURE**...Does the club have a yearly investiture program to pass out all of the honors, awards, and Classwork pins earned throughout the year?
28. **LEADERSHIP CONVENTION**...Each Pathfinder Club should have at least one (1) staff person who attends the Leadership Convention.
29. **SPECIAL EVENTS**...Outings, trips, etc... How often, what kinds, and the participation by Pathfinders and staff. The monthly reporting system requires at least one (1) outing a month.
30. **SHARE YOUR FAITH ACTIVITIES**...How many and what kind for each month. The focus here is to have an on-going program. The conference requires at least one (1) every month.
31. **UNIT/SQUAD ACTIVITY**...What type, how often, and percentage of participation. The standard is an on-going program for each unit, i.e., each unit/squad going on an outing with their adult counselor.
32. **BANNER**...Every Club should have a club banner to be carried in parades.
33. **CAMPING EQUIPMENT**...The quantity of the equipment is not as important as the appropriateness and proper care of the equipment.
34. **CARE OF FACILITIES**...Everything should be clean, neat, and well maintained.
35. **CRAFT TOOLS**...What kind, how many, and are the tools properly maintained?
36. **FLAGS AND GUIDONS**... The requirement is an American flag, a Pathfinder Club flag, Pledge and Law banners, a guidon for each unit, and the care of each.
37. **REFERENCE MATERIALS**...Each Pathfinder Club should have a library of reference books and materials. Included in this should be Pathfinder Staff Manual, Pathfinder Drill Manual, and the AY Honors Manual.
38. **TROPHY CASE** ...Every Club should have a trophy case for the display of trophies and ribbons.

PATHFINDER CLUB EVALUATION

Due April 10th

CLUB NAME: _____

DIRECTOR(S): _____

DATE: _____ TIME: _____

AREA COORDINATOR(S): _____

TOTAL SCORE: _____ # OF POINTS: _____

SCORE

342-380
304-341
266-303
1-265

OUTSTANDING
EXCELLENT
GOOD
FAIR

POINTS TOWARDS TROPHY

100 POINTS
90 POINTS
80 POINTS
70 POINTS

COMMENTS: _____

Due April 10th

PATHFINDER CLUB EVALUATION

Club Name: _____

Director's Name: _____

INSPECTION ITEMS	NOTES	10	9	8	7	6	5	4	3	2	1
1. Attitude & Participation		<input type="radio"/>									
2. AY Classwork		<input type="radio"/>									
3. Counselors		<input type="radio"/>									
4. Crafts/honors		<input type="radio"/>									
5. Drill & March		<input type="radio"/>									
6. Nature honors		<input type="radio"/>									
7. Opening Exercises		<input type="radio"/>									
8. Spiritual Tone		<input type="radio"/>									
9. Uniforms		<input type="radio"/>									
10. Attendance		<input type="radio"/>									
11. Church Board Attendance		<input type="radio"/>									
12. Club Objectives		<input type="radio"/>									
13. Current Medical Forms		<input type="radio"/>									
14. Emergency Contact List		<input type="radio"/>									
15. Monthly Reports		<input type="radio"/>									
16. Point/Merit System		<input type="radio"/>									
17. Prepared Budget		<input type="radio"/>									
18. Projected Schedule		<input type="radio"/>									
19. Public Relations		<input type="radio"/>									
20. Staff Background Checks		<input type="radio"/>									
21. Staff Meetings		<input type="radio"/>									
22. Yearly Registration		<input type="radio"/>									
23. Camporee		<input type="radio"/>									
24. Campouts		<input type="radio"/>									
25. Fair		<input type="radio"/>									
26. Induction Ceremony		<input type="radio"/>									
27. Investiture		<input type="radio"/>									
28. Leadership Convention		<input type="radio"/>									
29. Special Events		<input type="radio"/>									
30. SYF Activities		<input type="radio"/>									
31. Unit/Squad Activities		<input type="radio"/>									
32. Banner		<input type="radio"/>									
33. Camping Equipment		<input type="radio"/>									
34. Care of Facilities		<input type="radio"/>									
35. Craft Tools		<input type="radio"/>									
36. Flags & Guidons		<input type="radio"/>									
37. Reference Materials		<input type="radio"/>									
38. Trophy Case		<input type="radio"/>									
Total Points											



PATHFINDERS 

This is to certify that

*of the _____ Pathfinder Club
has qualified for the award of
Honor Pathfinder
for the period of _____ to _____.*

DIRECTOR

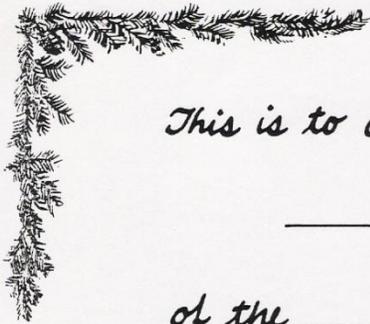


PATHFINDERS 

This is to certify that

*of the _____ Pathfinder Club
has qualified for the award of
Honor Pathfinder
for the period of _____ to _____.*

DIRECTOR



PATHFINDERS



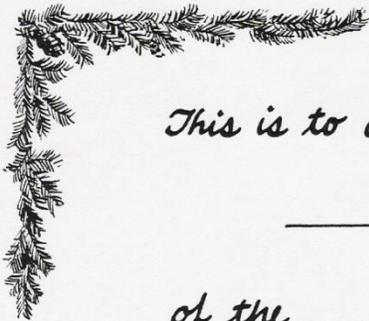
This is to certify that

*of the _____ Pathfinder Club
has qualified for the award of*

Outstanding Pathfinder

for the period of _____ to _____.

DIRECTOR



PATHFINDERS



This is to certify that

*of the _____ Pathfinder Club
has qualified for the award of*

Outstanding Pathfinder

for the period of _____ to _____.

DIRECTOR



Instructions for Filing Pathfinder/Adventurer Insurance Claims

1. Fill out the attached form completely, including signatures.
2. Attach any medical bills you have received.
3. Send all of the above items to:

THIS IS ONLY A SAMPLE

Rocky Mountain Conference
2520 S. Downing Street
Denver, CO 80210

4. If more medical bills are received, send them to the above address also.
5. If you have any questions, call the RMC Youth Depart. at 303-282-3660.
6. You may copy this form as needed.



ADVENTIST RISK MANAGEMENT, INC.
 Attn: Claims & Legal Services
 P O Box 8007 * Riverside, CA 92515 * (800) 255-9090 (ext. 6823) FAX (909) 353-6848

**GENERAL
 LIABILITY LOSS
 NOTICE (ED. 5/99)**

ABOUT THE INSURED

Insured Entity Name & Address		Contact Person	Contact's Phone
Church or School or other:			Home:
Conference:		THIS IS ONLY A SAMPLE	

ABOUT THE LOSS

Date of Loss:	Time of Loss:
---------------	---------------

ABOUT THE LOCATION OF INCIDENT

Name & Address of Owner of Premises (if not the Insured)		Phone Number	Relationship to Insured
Location of Accident (include City & State)			
Description of Accident/Nature of Activity (Use additional sheet if necessary)			

ABOUT THE INJURED PERSON OR DAMAGED PROPERTY

Name & Address (Injured/Owner)		Phone Number
Age	Sex	Describe Injury or Damage (example: fractured arm; sprained back, broken window, etc.)
Describe Property (Type, Model, Etc.)		Estimated Amount of Repair
Employer's Name & Address (please indicate relationship to insured/entity, if any.)		Phone Number

FOR MEDICAL COVERAGE ONLY

Coverage C. Medical Coverage provides medical coverage for expenses that arise from covered activities. This coverage is provided for one year from the date of injury with a \$5,000 or \$10,000 limit depending option chosen by named insured. Each claim is subject to exclusions applicable to the policy.

I hereby certify that the injury occurred as stated and that all medical statements submitted are due entirely to this claim and that the claim was not a result of a congenital, pre-disposing or pre-existing condition. I hereby authorize any physician or hospital that has treated the above claimant to furnish the insured or its representative any information requested. A photo copy of this authorization is to be considered valid.

Signature of claimant, parent or guardian _____ Date _____

Address of claimant, parent or guardian _____

ABOUT WITNESSES

Name & Address	Work Phone	Home Phone

COMMENTS

Reported by	Reported To	Signature of Insured
Title:	Date:	Date:

Pathfinder Club Membership Application

I would like to join the _____ Pathfinder Club. I will attend club meetings, hikes, camping and field trips, missionary adventures and other club activities. I agree to be guided by the rules of the club and the Pathfinder Pledge and Law.

Pathfinder Signature: _____

Pathfinder Pledge

By the grace of God,
I will be pure, kind and true
I will keep the Pathfinder Law
I will be a servant of God
And a friend to man.

Pathfinder Law

1. Keep the Morning Watch
2. Do my honest part
3. Care for my body
4. Keep a level eye
5. Be courteous and obedient
6. Walk softly in the sanctuary
7. Keep a song in my heart
8. Go on God's errands



Registration Fee \$ _____
Club Dues \$ _____
Insurance \$ _____

Name _____ Phone _____ AY Class _____

Address _____ City _____ State _____ Zip _____

School _____ Grade _____ Church _____

I have been a Pathfinder: Yes No Where? _____
My dad is a Master Guide: Yes No My dad has been a Pathfinder: Yes No
My mother is a Master Guide: Yes No My mother has been a Pathfinder: Yes No

Approval by Parents or Guardians

The applicant is at least 10 years of age or in the 5th grade as a Junior Pathfinder, or in grade 7 as a Teen Pathfinder.

We have read the Pathfinder Pledge and Law and are willing and desirous that the applicant become a Pathfinder. We will assist the applicant in observing the rules of the Pathfinder organization. In consideration of the benefits derived from membership, we hereby voluntarily waive any claim against the club or the _____ Conference of Seventh-day Adventists for any accidents which may arise in connection with the activities of the Pathfinder club.

As parents we understand that the Pathfinder Club program is an active one for the applicant. It includes many opportunities for service, adventure, and fun. We will cooperate:

1. By learning how we can assist the applicant and his leaders.
2. By encouraging the applicant to take an active part in all activities.
3. By attending events to which parents are invited.
4. By assisting club leaders and by serving as leaders if called upon.
5. By purchasing Pathfinder insurance through the club treasurer.
6. By supplying needed information on the Membership Application and Health Record.

We hereby certify that _____ was born on _____.
applicant's name *month/day/year*

Signature of father or guardian Father's or guardian's occupation

Signature of mother or guardian Mother's or guardian's occupation

Date of application _____

RMC PATHFINDERS MONTHLY REPORT FORMS

Due May 10th

Date Sent: _____

Reports are due in the office by the 10th of the month to avoid the loss of 10 points given for reports submitted on time. This monthly report should cover things that you did in April! It will show up as April's points.

FULL CLUB NAME: _____

Director's Name: _____

Monthly report forms are scored as follows:

**Office use
ONLY**

1. 10 points – Report received by the 10th of the month. _____

2. 5 points – Had at least 2 meetings during the month. _____

Dates: _____

3. 5 points – Had a staff meeting during the month. _____

Dates: _____

4. 5 points – Did a Share Your Faith during the month. _____

Please describe: _____

5. 5 points – Had a club outing or field trip during the month. _____

Please describe: _____

6. 5 points – Taught at least one Honor during the month. _____

Please list: _____

7. 5 points – 80% attendance to all club functions during the month. _____

Yes _____ No _____

8. 5 points – 80% in designated uniform during the month. _____

Yes _____ No _____

9. Taught Class Work during the month (check which ones).

Friend _____	Companion _____
Explorer _____	Ranger _____
Voyager _____	Guide _____

50 Points possible for the month.

TOTAL POINTS _____

Mail to: Rocky Mountain Conference
Pathfinder Department
2520 S. Downing St.
Denver, CO 80210

Fax to: 303-733-1843
On-line to: www.RMCSDA.org
/Departments/Pathfinders

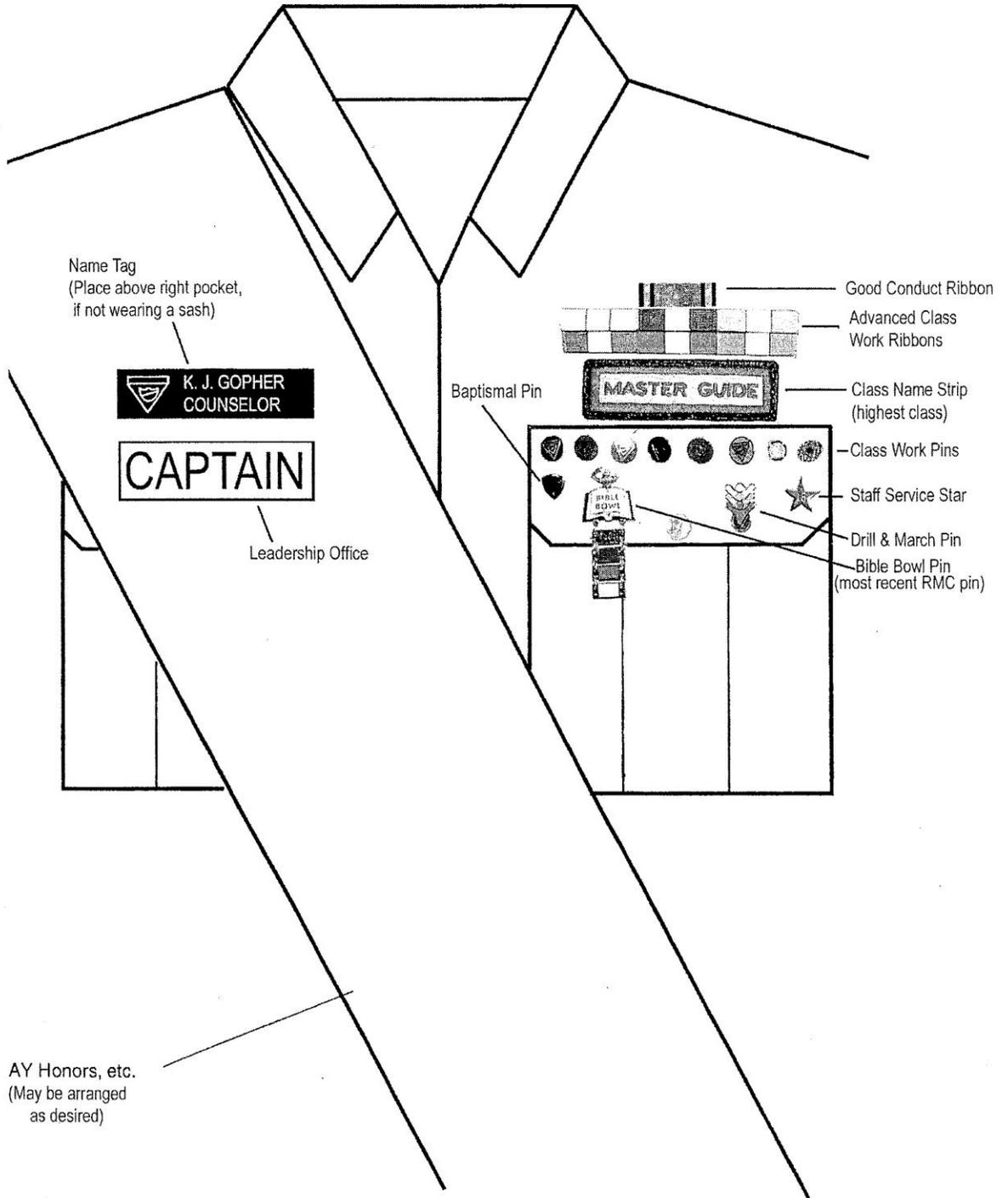
Trip Emergency Contact Procedure

We recommend that Adventurers and Pathfinders follow the procedure outlined below when going on field trips or other trips.

1. Have one contact person that the leader of the group can contact in case of an accident or emergency. This might be the Pastor, the Head Elder, or the church secretary. The club director should carry this phone number with him/her at all times. Everyone needs to be called within one hour.
2. Club Director or designee should make initial phone call to contact person.
3. Have a telephone tree to contact parents. The initial contact person should have a list of all club members' names and telephone numbers. This person should call no more than three people.
4. Each of these people should call 3-5 more people, etc., until all parents or emergency contact people have been notified.
5. All vehicles should carry medical release forms for all club members. Then if club members ride in a different vehicle, there will always be a release form available. An alternate plan would be for all Pathfinders to carry their own medical release form at all times.
6. Remember, the Church Board needs to approve all outings and record this in their minutes to be sure that Pathfinder insurance will cover the trip.
7. Update the contact person every four hours until the emergency is over.

Rocky Mountain Conference Uniform Guidelines

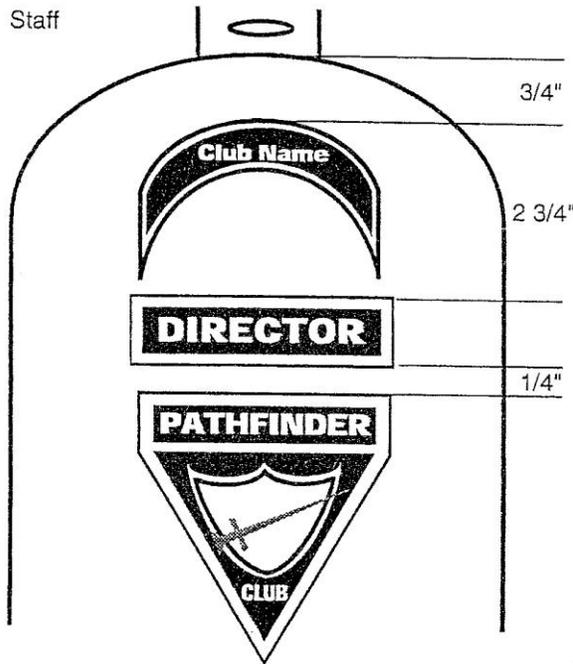
Sash and Front Pockets



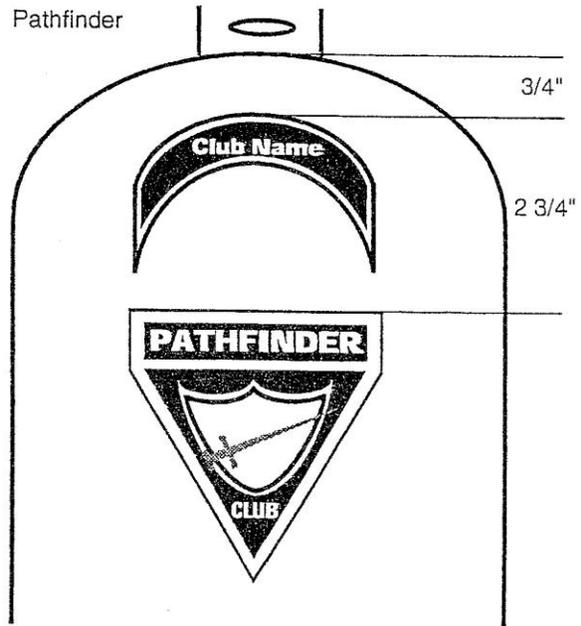
Edited September 2003

Right Sleeve

Staff

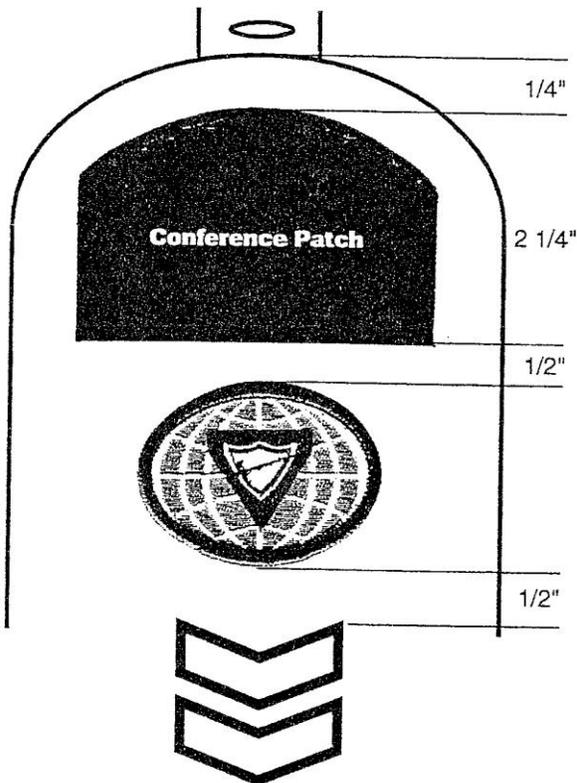


Pathfinder

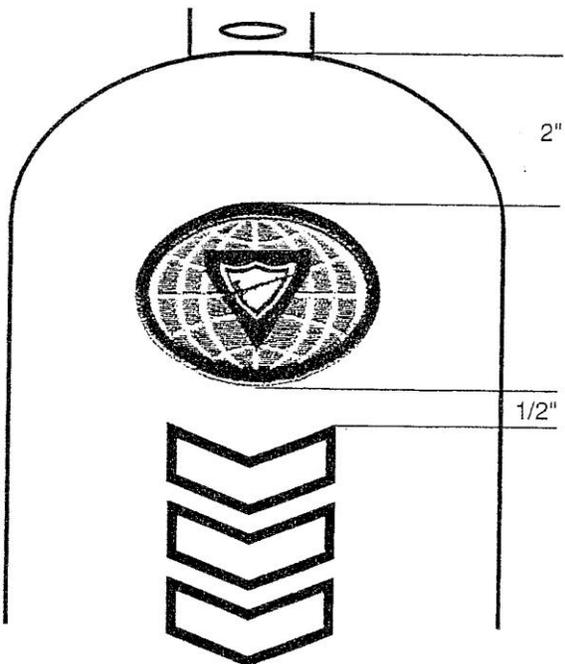


Left Sleeve

With Conference Patch



Without Conference Patch



Patch spacing may need to be adjusted depending on the size of the Conference patch and the chevrons and/or Master Guide Star.

SAMPLE PROGRAMMING

Trail Friend Class

1987 Kathy Dorn

GENERAL QUALIFICATIONS

- * PERSONAL I.A. Be age 10 or in the 5th Grade.
- * PERSONAL I.B. Be an active member of the AJY Society or Pathfinders.

June

- PATHFINDERS I.B. Take a 3 hour or 5 mile hike and identify track and trail signs along the way. Discuss how the activity was planned.
- OUTDOOR I.B. Learn the Safety Rules for Camping.
- OUTDOOR II. Begin earning the Camping Skills #1 Honor.

July

- * NATURE I Review the story of the lost sheep and find at least 3 other examples in nature that are used in the Bible to describe the character of God.
- OUTDOOR II Finish the Camping Skills #1 Honor.
- OUTDOOR I.A. Tie and know the practical use of 10 knots.

August

- PATHFINDER IIIA Part 6: Take part in a Club Campout.
- NATURE II.B. Collect or obtain and identify 15 different kinds of seeds OR help set up and observe a terrarium for reptiles or amphibians.

September

- * PERSONAL II.A. Repeat from memory the AJY Pledge and Law.
- * PERSONAL II.B. Read "The Happy Path" or a comparable book. (may assign for home/school reading and report.)
- FRIENDS I List 10 qualities of being a good friend and discuss 4 everyday situations where you have practiced the "golden rule."
- HEALTH III.A. Have had a physical exam in conjunction with school policy. (Home responsibility)
- PATHFINDERS IIIA Parts 1 and 2: Take part in Induction and a Club night. (Will do as club)

October

- * PERSONAL III BEGIN Reading Certificate work: Read and report on a mission story. (may assign for home.)
- SERVING I Visit an absent member of your group and follow it up with a phone call, letter or card of encouragement.
- SERVING III BEGIN 4 hours working for your church, school or community. (Can collecting, ingathering, raking)
- HEALTH IA. Discuss the temperance principles in the life of Daniel OR role play Daniel 1.

November

- * PERSONAL III Reading Certificate - Biography and report.
(may assign for home/school reading and report)
- * SPIRITUAL I.A. Memorize 2 of your 7 Bible texts and discuss.
- SERVING III CONTINUE 4 hours of work for school, church, comm.
- FRIENDS II Discuss and demonstrate good table manners with your
parents or counselor. (May assign to do at home)
- PATHFINDERS I.A. Learn the names of your club leaders and tell how
they work together.

December

- SPIRITUAL III B Discover your family's spiritual roots.
(assign to home with guidelines)
- SERVING II Become acquainted with a new person through a sharing
activity and make at least 3 additional contacts.
- HEALTH I.B. Discuss and explain the dangers and the effects of
alcohol, tobacco and drugs.
- NATURE II.A. Set up a feeding station for the birds or mammals.
Report on the types of visitors appearing during
the week. (Can discuss or demonstrate kinds to set
up at home over vacation.)

January

- * SPIRITUAL I.A. Memorize 2 more of your 7 texts and discuss.
- SPIRITUAL I.B. Recite in order the names of the Old Testament
books and know the 5 areas into which they are
grouped. Be able to find any given book.
- * PERSONAL III Reading Certificate - Nature book, read and report.
(may assign for home/school reading)
- HEALTH II.B. Study and practice "Personal Safety"
- PATHFINDERS III A Part 3 - Take part in Pathfinder Sabbath.

February

- * PERSONAL III Reading Certificate - book of Choice (Adventist Pub.)
(may assign for home/school reading and report.)
- * SPIRITUAL I.A. Memorize 2 more of your 7 texts and discuss (total 5)
- SPIRITUAL II Read with your parents the historical prologue to the
book "Early Writings" and list the main events of the
founding of the SDA Church.
- FRIENDS III.A. Say the Pledge of Alliegiance to the flag and explain
the meaning of it.
- FRIENDS III.B. Sing or say your national anthem and explain its
meaning.

March

- * PERSONAL III Reading Certificate - book of choice (Adventist Pub) (may assign for home/school reading and report)
- * SPIRITUAL I.A. Memorize the last 2 of your 7 texts and discuss.
- SPIRITUAL III.A. With your counselor, choose one of the following Old Testament characters: Joseph, Jonah, Esther or Ruth, and discuss with your group Christ's loving care and deliverance as shown in the story.
- SERVING III Plan and finish 4 hours working for school, church and community.

April

- HEALTH III.B. Complete a fitness test for your age. (School program acceptable)
- PATHFINDERS II Discuss with your counselor your involvement in the total Pathfinder Club program.
- PATHFINDER III.B. Complete requirements 1 and 4 of the Drilling and Marching Honor.

May

- PATHFINDERS IIIA Part 4 - Take part in Investiture.

HONORS TO BE EARNED FOR ADVANCED CLASS ^{To be scheduled} Throughout the year.

- HEALTH II.A. Complete the Red Alert Honor
- NATURE III Complete a new nature honor at your skill level.*
- OUTDOOR II Earn Camping Skills #1.
- HONORS I Complete an honor at your skill level in the area of Art, Craft, Hobby, Recreation.
- HONORS II.A. Complete an honor at your skill level in the area of Vocational, Household Arts or Outdoor Industries.
- HONORS II.B. Earn the Beginner's Swimming Honor.

HONORS closely associated with this Friend Class are:

- Campcraft (Skill level 1)
- Hiking (Skill level 1)
- Seeds "
- Reptiles "
- Amphibians "

*FRIEND CLASS HONORS are Skill Level 1

Trail Companion Class

GENERAL QUALIFICATIONS

- * PERSONAL I.A. Be age 11 OR in Grade 6.
- * PERSONAL I.B. Be an active member of the AJY Society or Pathfinders.

June

- PATHFINDERS I.B. Help your unit plan a half-day or 10-mile hike and lead out in the activity.
- OUTDOOR I.B. Learn or review the safety rules for camping.
- OUTDOOR II Begin earning the Camping Skills #2 honor.

July

- NATURE II.B. Collect and identify the leaves of 15 different trees and 7 shrubs OR photograph and observe at least 5 different types of cacti.
- OUTDOOR I.A. Tie and know the practical use of 15 knots.
- OUTDOOR II Finish the Camping Skills #2 Honor.

August

- PATHFINDER IIIA. Part 6: Take part in a Club Campout.
- * NATURE I Review the story of creation and keep a 7-day log of your personal observations from nature in which each day focuses on the things that were created on that day.
- NATURE II.A. Make plaster casts of 3 different animal tracks.

September

- * PERSONAL II.A. Repeat from memory the AJY Pledge and Law.
- * PERSONAL II.B. Read the book "The Happy Path" or a comparable book.
- FRIENDS I Discuss the principle and demonstrate the meaning of respect for people of different cultures and gender.
- HEALTH III.A. Discuss with a Physical Therapist or PE teacher the difference between aerobic and non-aerobic exercise.
- PATHFINDERS IIIA. Parts 1 & 2: Take part in Induction and Club night.

October

- * PERSONAL III Begin Reading Certificate Work: REad and report on a mission story. (May assign for home/school)
- SERVING I Make a personal visit to an elderly member of your church and follow up with a call, letter or card.
- SERVING III Begin 6 hours of work for your church, school and/or community. (Ingathering, can collecting, raking, passing out literature, etc.)
- HEALTH I.A. List and discuss 5 foods that are high in sugar and 5 foods that are high in salt.

November

- * PERSONAL III Reading Certificate - Biography and report.
(May assign for home/school reading and report.)
- * SPIRITUAL I.A. Begin memorizing Bible texts: memorize 2 and discuss.
- SERVING III CONTINUE 6 hours of work for church, school, comm.
- FRIENDS II Discuss and demonstrate respect for your parents or guardian and what they provide for you.
- PATHFINDER I.A. Plan and lead a devotional service for your unit or club.

December

- SERVING II Participate in an outreach activity and bring a non-Adventist friend to participate or observe.
- FRIENDS III.B. Study and report on your nationality and draw your family tree.
- HEALTH I.B. List and discuss 5 prominent family health problems and discuss areas of prevention for each.

January

- * SPIRITUAL I.A. Memorize 2 more of your 7 texts and discuss.
- SPIRITUAL I.B. Recite in order the names of the New Testament books and the 4 areas into which they are grouped.
- * PERSONAL III Reading Certificate - Nature story, read and report.
(assign for home)
- HEALTH II.B. Study and practice "Home Safety"
- PATHFINDER IIIA. Part 3: Take part in Pathfinder Sabbath.

February

- * PERSONAL III Reading Certificate - Book of choice, Adv. Publ.
Read and report. (May assign to home.)
- * SPIRITUAL I.A. Memorize 2 more of your 7 texts and discuss.
- SPIRITUAL II With your parents, read about the first vision of E.G.White. Discuss how God uses prophets to present His message to the church.
- FRIENDS III.A. List 5 rules of flag courtesy and demonstrate how to fold the flag.

March

- * PERSONAL III Reading Certificate - book of choice (Adv. Pub.)
Read and report, (May assign to home)
- * SPIRITUAL I.A. Memorize the final Bible text and discuss.
- SPIRITUAL III Participate in a skit on the childhood of Jesus,
and role-play before an audience.

April

- HEALTH III.B. Complete a physical fitness test.
- PATHFINDERS II Discuss with your counselor your unit's involve-
ment in the total Pathfinder Club program.
- PATHFINDERS III.B Complete requirements 3 and 6 of the Drilling and
Marching Honor.

May

- PATHFINDERS IIIA Part 4 - Take part and rate your club in the
Investiture program.

HONORS TO BE EARNED FOR ADVANCED CLASS - Schedule during year.

- HEALTH II.A. Basic First Aid
- NATURE III Complete a new Nature Honor at your level.
- OUTDOOR II Camping Skills #2
- HONORS I Complete one honor at your skill level in the area
of Arts & Crafts & Hobbies or Recreation.
- HONORS II.A. Complete an honor at your skill level in the area
of Vocational, Household Arts or Outdoor Industries.
- HONORS II.B. Earn the Beginner's Swimming Honor if not previously
earned.

HONORS closely associated with this Companion Class are:

- Fire Building and Camp Cookery
- Hiking
- Trees, Shrubs, Cacti
- Animal Tracking

Companion Class Honors are classified at Skill Level 1.

Wilderness Explorer

GENERAL QUALIFICATIONS

- * PERSONAL I.A. BE age 12 OR in Grade 7.
- * PERSONAL I.B. Be an active member of an AJY Society or Pathfinders.

June

- NATURE II.A. Be able to identify in the sky the North Star, Big Dipper, Little Dipper, and Orion. Explain the spiritual significance of Orion as told in Early Writings, page 41.
- OUTDOOR I.B. Learn or review the safety rules for camping.
- OUTDOOR II Begin earning the Camping Skills #3 Honor.

July

- PATHFINDERS I.B. Participate in and evaluate a weekend campout.
- OUTDOOR I.A. Tie and know the practical use of 20 knots.
- OUTDOOR II Finish the Camping Skills #3 Honor.

August

- SERVING III With the help of friends, spend 8 hours working for your church, school or community. Continued.
- PATHFINDERS III.A Part 6 - Help plan, participate in and evaluate a Club Campout.
- NATURE II.B. Record and graph the weather for 2 weeks at 12-hour intervals OR Draw or photograph and identify 10 kinds of ferns.

September

- * PERSONAL II.A. Repeat from memory the AJY Pledge and Law.
- SERVING III Continue 8 hours of work for church, school, comm.
- FRIENDS I Participate in a panel discussion or skit on peer pressure and its role in decision making.
- HEALTH III.A. Discuss the advantages and disadvantages of individual sports and team sports as primary exercise program.
- PATHFINDERS IIIA. Parts 1 & 2: Take part in Induction and Club night.

October

- * PERSONAL III Begin reading Certificate work: Read and report on a mission story. (May assign for home reading)
- SERVING I Make a personal visit to a sick person and follow it up with a card, letter or phone call.
- SERVING III Continue 8 hours of work for church, school.
- HEALTH I.A. Make a list of 5 health laws given to Moses. Tell how they have been verified in modern times.

November

- * PERSONAL III Reading Certificate - REad a biography and re-
port. (May assign for home)
- * SPIRITUAL I.A. Begin memorizing Bible texts: memorize 2 and discuss.
SERVING II Explain how you can share your faith, and participate
in 4 hours of outreach programs.
- * NATURE I Review the story of the flood and study at least
3 different fossils. Explain their origin and
relate them to breaking God's laws.

December

- SERVING II Finish 4 hours of outreach programs.
- HEALTH I.B. Discuss the effects of caffeine and related stim-
ulants, and talk about avoiding depression.
- PATHFINDERS I.A. Lead out/in your club's opening exercises or
Sabbath School program.

January

- * PERSONAL II.B. Illustrate the meaning of the Pledge through an
art project, writing, discussion, skit, or music.
- * PERSONAL III Reading Certificate - read a Nature story, and report.
(May assign for home or school)
- * SPIRITUAL I.A. Memorize 2 more of your 7 texts and discuss.
SPIRITUAL III Role play the experience of a person of the New
Testament church (Acts).
- PATHFINDERS III.A Part 3: Help plan, take part in Path' Sabbath.

February

- * PERSONAL III Reading Certificate - Read and report on a book
of your choice by an Adventist Publisher.
- * SPIRITUAL I.A. Memorize 2 more of your Bible texts and discuss.
SPIRITUAL II Read about Ellen White's vision of the Battle
of Bull Run during the Civil War. Read one
historical account of the battle and discuss
with your counselor.
- FRIEND III Tour your municipal offices OR Have a city
official visit your group and explain five ways
you can cooperate with them.
- PATHFINDER IIIA. Part 5 - Take part in Quarterly scheduling.
(Optional if participant has missed other require-
ments.)

March

- * PERSONAL III Reading Certificate - book of choice by Adventist Publisher. Read and report.
- * SPIRITUAL I.A. Memorize your final Bible text and discuss.
- SPIRITUAL I.B.. Give an oral or written report on 3 Prophets, OR 10 Bible authors, their vocations and identify 3 original languages of the Bible.
- SERVING III Finish 8 hours of work for church and school.

April

- HEALTH II.B. Study and practice Bicycle Safety.
- HEALTH III.B. Complete a fitness test for your age.
- PATHFINDERS II Discuss with your club director your club's involvement in the total Pathfinder Club program.
- PATHFINDERS III B. Complete the requirements of the Drilling Honor.

May

- PATHFINDERS III A. Part 4 - Help plan and take part in Investiture.

HONORS TO BE EARNED FOR ADVANCED CLASS - Schedule during year.

- HEALTH II.A.() Basic Rescue
- NATURE III Earn a new nature honor at your level.
- FRIENDS II Earn Christian Grooming OR Family Life
- PATHFINDERS III B Earn Drilling and Marching Honor
- OUTDOOR II Earn Camping Skills #3
- HONORS I Complete one honor at your skill level in the area of Arts, Crafts, Hobbies or Recreation.
- HONORS II.A. Complete one honor at your skill level in the area of Vocational, Household Arts, or Outdoor Industry.
- HONORS II.B. Earn Beginners Swimming if not previously earned.

HONORS closely associated with this Explorer Class are:

Campcraft, Fire Building
Knot Tying
Fossils, Ferns, Stars, Weather

Explorer Class Honors are classified at Skill Level 2.

Wilderness Ranger

GENERAL QUALIFICATIONS

- ★PERSONAL I.A. Be age 13 OR in Grade 8.
- ★PERSONAL I.B. BE an active member of the Pathfinder Club.

June

- PATHFINDER I.B. Help plan and participate in a weekend campout.
- OUTDOOR II Begin earning Camping Skills #4
- OUTDOOR I.B. Learn the Wilderness Safety rules.

July

- HEALTH II.B. Study and practice Hypothermia Prevention.
- NATURE I.B. Collect and mount 15 species of insects, OR Photo, draw and identify 20 wild flowers.
- OUTDOOR II Finish the Camping Skills #4 Honor.

August

- SERVING III With the help of a friend, spend 8 hours working for your church, school or community. On-going.
- PATHFINDERS IIIA. Part 6 - Help plan and participate in a Club campout. Evaluate.
- NATURE IIAA. Make an "eternal garden" OR Collect and identify 15 sea shells and tell where they may be found.

September

- ★PERSONAL II.A. Repeat from memory the AJY Pledge and Law.
- SERVING III Continue 8 hours of work for church, school, comm.
- FRIENDS II Discuss the need for leadership and how it affects us.
- HEALTH III.A. Chart your exercise program for 1 month. Discuss the benefits of regular exercise.
- PATHFINDERS III.A Parts 1 & 2 - Help plan and take part in Induction and Club night.

October

- ★PERSONAL III Begin Reading Certificate work: Read and report on a mission story. (May assign to home or school.)
- SERVING I Make a personal visit for Jesus to a non-member of your church and follow it up with a brief visit.
- SERVING III Continue 8 hours of work for church, school, etc.
- HEALTH I.A. Make a chart showing how 3 physical characteristics have passed from one generation to the next in your family. Include one health problem.
- OUTDOOR I.A. Prepare a knot board that includes 25 knots.

November

- PERSONAL III Reading Certificate - Read a biography and report.
(May assign for home/school reading)
- SPIRITUAL I.A. Begin memorizing Bible texts: mem. 2 and discuss.
- SERVING II Plan and participate in an activity and assist
6 hours in an outreach program. Continued next month
- PATHFINDERS I.A. Meet with your club staff in a planning session.
- PATHFINDERS IIIA. Part 5 - Help plan and participate in a Yearly
scheduling meeting.

December

- SERVING II Finish 6 hours of outreach.
- HEALTH I.B. Present a written or oral report with illustrations
showing the effects of alcohol on the body and mind.

January

- PERSONAL II.B. Illustrate the meaning of the Law by doing one of
the following: Art project, writing, panel discuss-
ion, skit, musical interpretation.
- PERSONAL III Reading Certificate - Read and report on a Nature
story. (May assign for home/school reading)
- SPIRITUAL I.A. Memorize 2 more of your Bible texts and discuss.
- PATHFINDERS III.A Part 3 - Help plan and participate in a Pathfinder
Sabbath program.
- NATURE I Review the story of the Ten Commandments, and perform
3 experiments which demonstrate the natural laws of
God. (gravity, magnetism)

February

- PERSONAL III Reading Certificate - Read and report on a book of
your choice by an Adventist Publisher.
- SPIRITUAL I.A. Memorize 2 more of your Bible Texts and discuss.
- SPIRITUAL III Role play the experience of a person during the
Middle Ages or Reformation who affected church history.
- SPIRITUAL II Draw a flow chart showing the titles and names of the
Pathfinder Club leadership: world, division, union,
conference, local club and unit counselor.

March

- * PERSONAL III Reading Certificate - Read and report on a book of your choice by an Adventist Publisher.
- * SPIRITUAL I.A. Memorize your last Bible text and discuss.
- SPIRITUAL I.B. Study the Biblical reasons for the 13 doctrines listed in the baptismal vows.
- SERVING III Finish the 8 hours of service.

April

- FRIENDS I Role-play the story of the Good Samaritan and plan a service project for three of your neighbors.
- HEALTH III.B. Complete a fitness test for your age. (School)
- PATHFINDERS II Discuss with your counselor and your parents the family involvement in the Pathfinder program.
- PATHFINDERS III.B. Complete requirements 1, 4 and 5 of the Advanced Drilling and Marching Honor.

May

- PATHFINDERS IIIA. Part 4 - Help plan and take part in Investiture.

HONORS TO BE EARNED FOR ADVANCED CLASS - Schedule during year.

- FRIENDS III Earn the Christian Citizenship Honor.
- HEALTH IIA First Aid
- NATURE III Earn a new Nature honor at your skill level.
- OUTDOOR II Camping Skills #4
- HONOR I Complete one honor at your skill level in the area of Arts, Crafts, Hobbies, or Recreation.
- HONORS II Complete one honor at your skill level in the area of Vocational, Household Arts, or Outdoor Industry.

HONORS closely associated with the Ranger Class are:

- Camcraft, Fire Building
- Knot Tying
- Shells, Lichens
- Flowers, Insects

Ranger Class Honors are classified at Skill Level 2.

Pre-Enrollment Letters

Church Pastor to Parent of Pathfinder
(Use church letterhead)

(Date)

(Name)
(Address)
(City, state, zip)

Dear (Name):

It is a privilege to pastor a church that feels a responsibility to help you prepare your son/daughter for a home with our Heavenly Father.

Our Pathfinder club's director and associates have one purpose in working with our children. They desire to help lead them into a deeper experience with Jesus Christ. By involving the youth in a four-fold program of spiritual, mental, recreational, and social activities, they will guide them up the ladder of character growth. The Pathfinder club is your support system to your parental training of your children. They need your prayers and loving cooperation as parents to achieve this goal.

Enrollment night will be next (day) evening, (date), at (time) in/at the (place). It is very important for one parent to be in attendance at the enrollment session. I will be looking for both of you.

Let us remember God's promise, "Train up a child in the way that he should go: and when he is old, he will not depart from it." (Proverbs 22:6)

Sincerely your brother (or sister) in Christ,

(Pastor's name), Pastor

Club Director to Pathfinder
(Use church letterhead)

(Date)

Dear (Name of potential Pathfinder),

Your name has been considered for membership in our (name of club). We will enroll new members into our club at (time, date, and place).

As you consider the enclosed information concerning our club program, I know you will be happy to be one of our club members. Here are a few things you need to know:

1. Club membership is open for new members only once every three months.
2. To apply for membership you will need to appear on enrollment night with your Pathfinder application and one or both of your parents.
3. You are encouraged to invite your friends to also become members of our (name of club).

I am happy to tell you we have Pathfinder club counselors who like to have a good time with kids like you. If I can be of help to you in answering any questions, please feel free to call me (phone number). We hope to see you on enrollment night.

Your friend and director,

(Director's name), Club Director

Note: Enclose the following:

1. Club program for next three months and highlights of the following six months
2. Application blank for the club
3. Uniform information
4. Club policies and standards
5. Insurance coverage
6. Club fees:
 - a. Dues—\$_____ per year to be paid quarterly or yearly.
 - b. Registration fee—\$_____
 - c. Insurance—\$_____

SAMPLE BUDGET

Pathfinder Club Budget for 20__
Present Membership _____
Projected Membership _____

Pathfinders	5	Teen Pathfinders	10
Staff Personnel	2	Junior Pathfinders	15
Total	7	Staff Personnel	15
		Total	40

Income Budget, 20__

Dues (\$6.00 per year)	\$180.00
Church Subsidy*	480.00
Charter Membership Fee (Sponsors)	200.00
Club Projects	700.00
Total Income	\$1,560.00

Expense Budget, 20__

Crafts and Honor Equipment	\$300.00
Office Supplies	100.00
Convention Costs	200.00
Public Relations	200.00
Outing and Camping Equipment	350.00
Honor Awards and Badges	100.00
Special Equipment and Insurance	60.00
Pathfinder and U.S. Flags	50.00
Special Events	200.00
Total Income	\$1,560.00

*Church Subsidy: \$480 = \$1.00 per member
 (church of 480 members)
 \$0.02 per member per week

Rocky Mountain Conference Yearly Guidelines & Sample Calendar

Following are some guidelines and a sample calendar:

1. **At least 2 club meetings each month** (one in Class A uniform, the other in field uniform) to include:
 - AY Honor classes (at least one nature and one craft honor each year)
 - AY Classes (Friend, Companion, Explorer, Ranger; 5th – 8th grade).
 - Marching & Drilling
2. **One staff meeting per month**
3. **One “share your faith” activity each month** such as: can collecting, visit nursing home, community exposure, cleaning up community or school/church, helping with evangelistic meetings, church service at smaller churches, etc.
4. **One “outing” each month** such as: pizza, swimming, jeeping, party, girls night out, boys night out, unit activity with counselor, scavenger hunt, etc.

Anytime you can combine activities, the easier it is; such as having a party after a share your faith activity.
5. **Pathfinder Sabbath.** Sample programming booklet is available through
6. **Club evaluation (fall) and formal inspection (spring) by area coordinator.** Held during one of the Class A uniform meetings.
7. **Induction Service.** Hold soon after start of club, probably after everyone is in uniform.
8. **Club camping trip** (besides the conference-held one).

Conference-sponsored activities include:

1. **Camporee**
2. **Leadership Weekend**
3. **Bible Bowl**
4. **Investiture**
5. **Fair**
6. **10-hour Training Seminar**

Sample Calendar

*Conference sponsored activities

August-

*Conference/Union/or International Camporee (outing)

Staff meeting

Club meeting (class A uniform)

Club meeting (field uniform)

Share-your-faith activity

September-

*Leadership Weekend (staff meeting)

Club meeting (class A uniform)

Club meeting (field uniform)

Share-your-faith activity

Outing

October-

Staff meeting

Club meeting (class A uniform)

Club meeting (field uniform)

Share-your-faith activity (can collecting)

Outing

November-

Staff meeting

Club meeting (class A uniform)

Club meeting (field uniform)

Share-your-faith activity

Outing

December-

Staff meeting

Club meeting (class A uniform)

Club meeting (field uniform)

Share-your-faith activity

Outing

January-

*Regional Bible Bowls

Staff meeting

Club meeting (class A uniform)

Club meeting (field uniform)

Share-your-faith activity

Outing

February-

- *Bible Bowl Finals
- Staff meeting
- Club meeting (class A uniform)
- Club meeting (field uniform)
- Share-your-faith activity
- Outing

March-

- *Invitational Bible Bowl
- Staff meeting
- Club meeting (class A uniform)
- Club meeting (field uniform)
- Share-your-faith activity
- Outing

April-

- Staff meeting
- Club meeting (class A uniform)
- Club meeting (field uniform)
- Share-your-faith activity
- Outing

May-

- *Fair (outing)
- *Investiture (in conjunction with the school)
- Staff meeting
- Club meeting (class A uniform)
- Club meeting (field uniform)
- Share-your-faith activity

June-optional

July-optional

SAMPLE CLUB PROGRAM

<u>Time</u>	<u>Activity</u>	<u>Leader</u>
7:00	Opening Ceremony Fall in by Units Flag Ceremony Pledge and Law Pathfinder Song Devotional Prayer Record taken by Scribes	Director Deputy Director Guest Speaker Scribes
7:15	Unit Meeting (classwork)	Counselor
7:45	Marching & Drilling	Drill Instructor
8:15	Craft and Honors	Instructor
8:55	Fall in by Units Announcements	Director
9:00	Benediction & Dismissal	Pathfinder/Director

PATHFINDER INDUCTION CEREMONY

(This Induction Ceremony should be performed, each year for new members, near the beginning of the start of the new Pathfinder year).

Materials needed:

- 1 – Spirit of Pathfinding Candle
- 5 – AJY Class Candles (Blue, Red, Green, Gray, Maroon)
- 7 – Pledge Candles (White)
- 8 – Law Candles (White)
- ? – Small Candles for each person (pathfinders, staff, audience)
- 3 – Wooden holders of some kind for the Class, Pledge and Law candles

(Pathfinders inductees sit in front row. Other Pathfinders sit in rows behind by units, with counselor on the isle).

LIGHTS OFF (use small flashlight or light on podium to read by).

_____ (Director)

The Induction Ceremony of the _____ Pathfinder Club is now in order.

For the light of our program we turn to the Spirit of Pathfinding. The candle that _____ (Deputy Director) is now lighting represents this Spirit. It is the Spirit of Adventure, Fun, Learning, Friendship, Awareness, and Awakening. Above all, it is the Spirit of Reverence and the Spirit of Service to God and man.

The Spirit of Pathfinding, which is represented by this single candle shining in the darkness, will share its light and by sharing, shine even brighter than before. We will now light the candles that represent the Adventist Junior Youth Classes and will explain what each AJY Class means.

(As each Pathfinder comes forward to read their part, they salute the director, who salutes back. Then step up next to the director, read their part and then light the particular candle that they read about and sit back down).

_____ (Pathfinder)

The **AJY FRIEND** Class is a course of study in learning skills and physical fitness that will help one to be a better neighbor now and a friend of God throughout eternity.

_____ (Pathfinder)

The **AJY COMPANION** Class is a course of study in learning skills and physical fitness that will give more meaning to life and a companionship with Jesus Christ every hour of the day.

_____ (Pathfinder)

The **AJY EXPLORER** Class is a course of study that will help you to find new adventure in exploring God's world and His created works.

_____ (Pathfinder)

The **AJY RANGER** Class is a course of study that will open up new areas of discovery in the natural and spiritual world that will help you to find true and genuine happiness.

_____ (Pathfinder)

The **AJY VOYAGER** Class is a course of study that will encourage older Pathfinders to dedicate themselves more fully to the study of God's Word through the Bible and the Book of Nature.

_____ (Director)

The candles we have just lit from the Spirit of Pathfinding Candle represent many good things in the Pathfinder Club. They represent high ideals and the personal growth that you can make as a member of this Club.

_____ (Director)

Now we will light the candles that represent the AJY Pledge:

By the grace of God,

I will be pure and kind and true.

I will keep the AJY Law.

I will be a servant of God and a friend to man.

_____ (Pathfinder)

"By the grace of God," means that only as we trust and rely on God to help us . . . can we do His will.

_____ (Pathfinder)

“I will be pure,” means I will rise above the wicked world in which I live and keep my life clean with words and actions that will make others happy.

_____ (Pathfinder)

“I will be kind,” means that I will be considerate and kind, not only to other people but also to all of God’s creation.

_____ (Pathfinder)

“I will be true,” means that I will be honest and upright in study, work, and play, and that I can always be counted upon to do my very best.

_____ (Pathfinder)

“I will keep the AJY Law,” means that I will seek to understand the meaning of the AJY Law and will strive to live up to its Spirit, realizing that obedience to law is essential in any organization.

_____ (Pathfinder)

“I will be a servant of God,” means that I will pledge myself to serve God first, last, and best in everything I am called upon to be or do.

_____ (Pathfinder)

“I will be a friend to man,” means that I will live to bless others and do unto them as I would have them do unto me.

_____ (Director)

Now we will light the candles that stand for the AJY Law.

The AJY Law is for me to:

- **KEEP THE MORNING WATCH**
- **DO MY HONEST PART**
- **CARE FOR MY BODY**
- **KEEP A LEVEL EYE**
- **BE COURTEOUS AND OBEDIENT**
- **WALK SOFTLY IN THE SANCTUARY**
- **KEEP A SONG IN MY HEART and**
- **GO ON GOD’S ERRANDS**

_____ (Pathfinder)

To **“Keep the Morning Watch,”** means that I will have prayer and personal Bible study each day.

_____ (Pathfinder)

To **“Do my honest part,”** means that by the power of God I will help others and do my duty and my honest share wherever I am.

_____ (Pathfinder)

To **“Care for my body,”** means that I will be temperate in all things and strive to reach a high standard of physical fitness.

_____ (Pathfinder)

To **“Keep a level eye,”** means that I will not lie, cheat or deceive, and will despise dirty talk or evil thinking.

_____ (Pathfinder)

To **“Be courteous and obedient,”** means I will be kind and thoughtful of others, reflecting the love of Jesus in all that I do.

_____ (Pathfinder)

To **“Walk softly in the sanctuary,”** means that in any devotional exercises I will be quiet, careful and reverent.

To **“Keep a song in my heart,”** means that I will be cheerful and happy and let my life be like sunshine to others.

_____ (Pathfinder)

To **“Go on God’s errands,”** means that I will always be ready to share my faith and go about doing good as Jesus did.

_____ (Director)

Will everyone please stand?

Will those of you wishing membership in the _____ Pathfinder Club, please join the rest of the club in repeating the AJY Pledge and Law?

ALL REPEAT THE PLEDGE AND LAW

(Directors light their candles from the Spirit of Pathfinding candle, then light the candles of the deputy directors, who in turn light the inductees and then the counselors candles, who in turn light the candles of the Pathfinders in their row. Or inductees may light their candles from the Spirit of Pathfinding candle, whichever you choose. Deputy Directors may continue to light the isle candles of the audience (parents, friends, everyone), who will then light the candle of the person next to them, and so on, until all candles are lit).

_____ (Director)

Your light is now added to our club and we charge you in the presence of this congregation and these Pathfinders to let your light shine before others in the Spirit of Pathfinding, which is in the Spirit of Jesus Christ.

We hereby declare that you are accepted into the fellowship of the _____
Pathfinder Club of the Rocky Mountain Conference of Seventh-day Adventists.

We will now pray that God will give you strength to live up to the high ideals of the club and to be a faithful and loyal club member.

PRAYER

PATHFINDER SONG

LIGHTS ON

THE INVESTITURE SERVICE

The investiture service is the meeting at which the candidates are awarded their insignia after they have passed the tests and done the work that entitles them to become members of one of the AY classes. Of course, the candidates and the instructor both keep a record of all tests passed, and demonstrations given in working out the requirements. When the tests have all been passed, before the Investiture service is held, announcement of the candidates will be made. The Pathfinder Club director will then notify the conference Youth Department secretary that the candidates are ready. The Youth Pastor will either conduct the Investiture service himself or arrange for some qualified person, preferable an Area Coordinator/Master Guide, to do so.

Besides having trained the eye, ear, hand and mind, which his meeting of the class requirements has proved, the Pathfinder has developed character, and is therefore better prepared to do successful missionary work for God. The principles of the Pathfinder Pledge and Law mean something to him, and so the Pledge and Law are given a prominent place in the Investiture service. The service should include the following:

1. A statement and interpretation of the Pathfinder Pledge and Law by the candidates.
2. A challenge to the group as to their loyalty to the Pledge and Law and their understanding of them.
3. The Pathfinder Director or Conference Youth Pastor should state whether he is satisfied that the candidates have satisfactorily met the requirements. If they have, he should certify to that fact. (Certification of Candidates.)
4. The candidates should give a demonstration to show that they thoroughly understand the different requirements.
5. The charge to the candidates, and presentation of insignia.

Perhaps nothing in connection with the AY class work affords a greater opportunity to magnify what is being done in the eyes of the members of the church than the Investiture service. Therefore, it is important that the service be conducted in the most dignified manner and in a way that will stir in every heart a desire to do more for the encouragement and salvation of our boys and girls.

A basic program is given on the following page for the benefit of any who may need some guidance. (PLEASE – feel free to alter this program as you wish!)

SUGGESTED INVESTITURE PROGRAM

Organ Prelude	
Song Service	Choruses
Special Music	Pathfinders/students
Scripture	Pathfinder/student
Welcome	Pathfinder Director/teacher
Prayer	Pathfinder/student
AY Pledge	Given by all candidates
AY Law	Given by all candidates
Special Music	Pathfinders/students
Memory Work	Any or all grades
Practical Demonstrations	Skits, Charades, Play, etc.
1. Favorite Bible Story	6. Hiking and Camping
2. Knot tying	7. Honors earned
3. Nature nuggets	8. American Flag demonstration
4. First Aid	9. Famous Countrymen
5. Story of favorite pet	10. Physical Fitness
Certification of Candidates	Conference Youth Pastor
Challenge to Pathfinders/students	Conference Youth Pastor
The Charge and Presentation of Insignia	Conference Youth Pastor
Consecration and Prayer of Dedication	Pastor
Announcements	Summer Camp, Camp Meeting, etc.
Benediction	Pathfinder/Pathfinder Director/Principal

SAMPLE PATHFINDER DAY

Color Guard	Please stand
Pledge of Allegiance	Those in uniform salute
Opening Song	
Prayer	Pathfinder
Welcome	Pathfinder Director
Pathfinder Update	
Fundraising	Pathfinder Staff
Juniors	Pathfinder Staff
Teens	Pathfinder Staff
Scripture & Prayer	Pathfinder
Special Music	Pathfinders
Children's Story	Pathfinder
Sermon	Special Guest/Pastor/Pathfinder
Offering	Pathfinders
Closing Song	
Closing Prayer	Pathfinder/Pastor