





# 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.