



# Teen Leadership Training (TLT)

2025 Director's Manual



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## Introduction

### **TLT Ministry Mission and Vision**

**The Mission:** The Teen Leadership Training (TLT) Program is designed to address adolescent developmental needs and promote leadership skills, enabling and empowering teens to become full partners in the mission of the SDA Church with Pathfinder adult leadership in a "shared service experience" of the Pathfinder ministry in the New Jersey Conference.

**The Vision:** An army of youth in each of our communities driven to lead others to Christ through service, discipleship, and love.

### Purpose, Goals, and Objectives

**Purpose:** To train and mentor youth in service and leadership skills, developing a redemptive relationship with God.

**Goals:** To help teens experience and fulfill their developmental needs by making them feel a sense of Achievement, Responsibility, Respect for Authority, Acceptance in Adult Leadership Circles, and Confidence in the Development of Life Skills.

#### **Objectives:**

- 1. Encourage TLT members to belong to the church and to actively participate in the organized leadership of the church/conference Pathfinder and Adventurer ministries.
- 2. Involve TLT members as associates with Pathfinder and Adventurer adult leadership, holding responsible positions in local and conference Pathfinder/Adventurer ministries.
- 3. Enable the TLT in skill-building opportunities through positive communication and friendship networks created to increase resilience to peer pressure, increase self-efficiency, and increase self-confidence.
- 4. Challenge TLT members in the mission and ministry of Christ through Pathfindering, making God's Word meaningful and fruitful in their lives.

### **Membership Requirements**

The TLT Program is for those pathfinders who wish to advance into leadership positions. The requirements to become members of the TLT program as TLT Candidates are below:

- 1. Be in grades 8-12 or ages 13-18.
- 2. Have completed at least one level of Pathfinder classes.

For TLT Candidates to be fully-inducted TLT's, they must fulfill the following requirements in addition to the above:

- 1. Complete the *TLT Program Application Form*, see *page 10* of this manual. This form must be kept both in club files and submitted electronically to the New Jersey Conference Youth Administrative Assistant and TLT State Coordinator. Reference NJC Pathfinder Manual, page 4 for e-mail information.
- 2. Attend the TLT track at Awaken, including completion of worksheets for all seven seminars below (see pages 13 to 20 of this manual for all the worksheets):
  - a. Developing a Fabulous Youth
  - b. LISTEN

- c. Planning Made Easy
- d. Never a Dull Moment
- e. A Simple Formula for Success
- f. Let's Talk
- g. How to Earn Respect as a Leader

Note: All TLT's, regardless of level, should complete the "TLT Program Application Form" annually, to keep their membership current.

### **TLT Mentors**

All TLT's must select a mentor and schedule regular times when the TLT will meet with his or her mentor. The purpose of the mentor is to provide instruction and guidance to the TLT in performing their operational duties based upon their program level. Requirements for the mentor are the following:

- Must be an approved volunteer to work with minors by the church or conference (i.e. must complete a Verified Volunteers background check). They must fill out a Volunteer Staff Application Form (see PF Directors Manual Page 18) and be kept in the PF Club's files.
- 2. Must be at least 18 years of age and 5 years older than the TLT's they mentor.
- 3. If at all possible, they should be someone other than the TLT's parent.
- 4. Must be the same gender as the TLT's they mentor exception is when the parent is the mentor.

### **TLT Service Stars Program**

For the NJC TLT ministry in 2025 and moving forwards, inducted TLT's are required to partake in the Service Stars Program which currently is broken down into the following:

- 1. TLT Program Level 1: for newly-inducted TLT's
- 2. TLT Program Level 2+: for TLT's which have served for at least one full year

For both TLT Program Levels, official orientation to the TLT's will be provided by the NJC at Awaken+ / TLT iTell on April 12th, 2025. Level 1 TLT's will learn about Administrative Operations and Records Operations, and Level 2+ TLT's will learn about Teaching Operations and Activities Operations. TLT's attending the seminars will fill out worksheets for those courses, which will also be posted on the NJC Youth page after Awaken+. The TLT's are expected to spend a minimum of 3 months for each operation, and rotate to the other operation as required later in the year. The recommended period to rotate operations is in late July / early August.

### **Conference TLT Events Descriptions:**

- 1. AWAKEN: January 24-26, 2025
  - TLT Candidates must be registered to the TLT Track.
  - TLT's which attended the TLT Track at AWAKEN 2024 shall be registered for the LEGIT track.
- 2. Awaken+ / TLT iTell: April 12, 2025
  - New TLT's shall be registered to the TLT Level 1 Track.
  - All other TLT's shall be registered to the TLT Level 2 Track.
- 3. Workbees at Tranquility: April 27 and September 7, 2025
  - As part of the TLT Ministry, all TLT's are tasked to serve their local community. To help foster the spirit of service, there are two dates in 2025 where staff

from all Youth Ministries clubs will be allowed to serve at Tranquility Camp. The TLT's will be working together in groups to achieve tasks as required, while also gaining participation for their clubs in the Workbee. All are invited!

- 4. Adventuree: May 30 June 1, 2025
  - Calling all TLT's! The Adventuree hosts thousands of our Adventurers, staff, and parents. As a result, the team we have to execute the Sabbath stations and Sunday activities is crucial to the weekend's success. The TLT's are called to serve, with the 16-18 year-olds as group leaders and the 13-15 year-olds as group assistants.
  - The TLT's which assist at the Adventuree will also enjoy some exclusive activities on Saturday night, as well as eligibility for paid admission to the Extravaganza.
- 5. Camp Meetings 2025: June 12-14 (Spanish), June 19-21 (English)
  - Held at Tranquility Camp, the Camp Meetings serve to bring all the churches in the NJC together for fellowship and spiritual revival. The NJC is looking for TLT's who can serve in the praise teams for one (or both) meetings, all submissions are welcome!
- 6. L.E.G.I.T. Camps: June 23 July 18, 2025
  - For the first time in NJC's history, we are bringing LEGIT to our local churches! All TLT's who take the LEGIT Track at Awaken will be able to assist with these camps as counselors, more details to come.
- 7. Extravaganza: July 20, 2025
  - All TLT's are invited to register for the Extravaganza as a reward for their efforts throughout the year! More details on the destination and time TBD.
- 8. Youth & TLT Retreat: October 17-19, 2025
  - It's AWAKEN 3, but just for TLT's! We're planning on making this retreat a memorable experience for all who attend, more details to come.

### **TLT Uniform Guidelines:**

#### 1. Class A Basic Requirements

- a. All common requirements shall be followed from the **2025 NJC Pathfinder Manual, page 38**, as follows:
  - i. Sections 1a and 1b (shirt/blouse and pants/skirt)
  - ii. Section 1f (Conference patch, PF world emblem, PF Class insignia)
  - iii. Section 1g (Class Name strip)
  - iv. Section 1h (PF Class pins/Baptismal Pin)
  - v. Sections 1i and 1j (Advanced Class Ribbons and Good conduct Ribbon)
  - vi. Section 1k (Black Honor Sash)
  - vii. Section 1m (Black shoes/socks)
  - viii. Sections 1n and 10 (Fingernails and hair)
  - ix. Section 2 (Optional Requirements)
- b. For TLT Candidates only (not inducted as TLT's):
  - i. Official **Yellow Pathfinder Neckerchief** worn around the neck and held in place with a **Pathfinder** slide; the 'ends' of the neckerchief should be neatly rolled or folded. The scarf must be centered in the front and back.
  - ii. The **Club's Name Crest** and the **Pathfinder emblem** (triangle) are to be worn on the top of the right sleeve and spaced as stipulated in the 2025 NJC Pathfinder Manual, page 39.
  - iii. The official **Red and Speckled Black single-braid shoulder cord**, worn on the left shoulder.
  - iv. For boys, a **plain black necktie** (without decorations), or the special **pathfinder tie**. For girls, the regular **tuxedo tie**. However, <u>ties are optional</u> based on uniformity with the rest of the club's available gear.
  - v. The official **Black Beret** with Pathfinder emblem is the only head wear allowed, <u>however it is optional</u> based on uniformity with the rest of the club's available gear and may be used to distinguish the TLT candidate from the rest of the pathfinders in the club at the director's discretion.
- c. For Inducted TLT's only:
  - i. Official **Red TLT Chesapeake Style Scarf** worn around the neck and held in place with a **TLT** slide; the 'ends' of the neckerchief should be neatly rolled or folded. The scarf must be centered in the front and back.
  - ii. The Club's Name Crest, Teen Leadership Strip (rectangle) and the 3" TLT Patch (round) are to be worn on the top of the right sleeve. Reference the figures on the next pages for clarity on spacing and position.
  - iii. The official **Red and Speckled Black single-braid shoulder cord**, worn on the left shoulder.
  - iv. The official **TLT Pin** shall be worn on the bottom of the left breast pocket flap, immediately to the left of the pocket button. Reference the figures on the next pages for clarity on spacing and position.
  - v. When the TLT has completed a Program Level, they shall receive the **Service Star** with the corresponding level <u>in the club investiture</u>. The star shall be worn in <u>the bottom-left corner</u> of the left breast pocket flap. Reference the figures on the next pages for clarity on spacing and position.

<u>Note</u>: If the TLT is receiving a Level 2+ star, all prior Service Stars may be worn on the sash in the region designated for class insignias and pins.

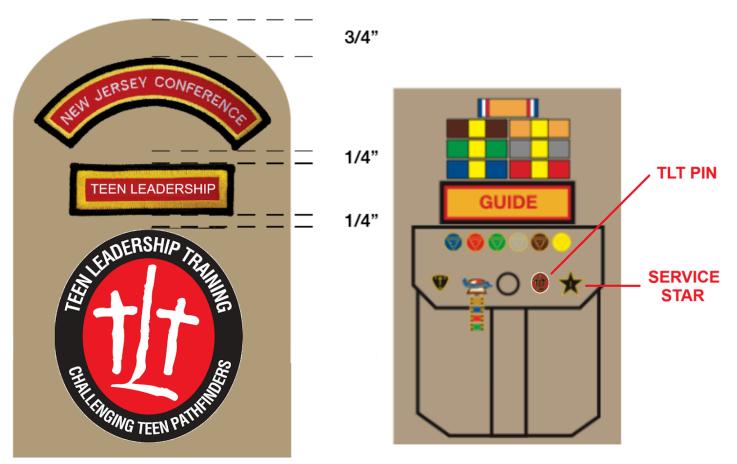
- vi. For boys, a plain red necktie (without decorations), or the special red TLT tie. For girls, the regular tuxedo tie. However, ties are optional based on uniformity with the rest of the club's available gear.
- vii. The official **Red Beret** with 2" TLT emblem patch is the only head wear allowed, <u>however it is optional</u> based on uniformity with the rest of the club's available gear and may be used to distinguish the TLT from the rest of the pathfinders in the club at the director's discretion.
- d. For TLT's which are Master Guide candidates only:
  - i. All requirements from Inducted TLT's section apply, with the exception that the TLT shall wear the Kelly Green shoulder cord, which has a braided main cord, two loops without ornamentation, and one gold tip drop. The main cord must be worn regularly, with the extra loops resting outside of the shoulder and the gold tip resting naturally to the front.
- e. <u>For invested Master Guides who previously completed the TLT program or are currently assisting with their club's TLT program only</u>:
  - i. Wear all uniform elements as required for the Pathfinder Master Guide, <u>with the optional choice</u> to substitute the standard master guide scarf and its slide with the **Red Master Guide scarf** and its slide.
- f. <u>For area / state TLT coordinators only</u>: follow the guidelines in **(d)** and **(e)** as applicable with the following modifications:
  - i. Area coordinators shall utilize Gold and Red shoulder cord which has a braided main cord, two loops without ornamentation, and one gold tip drop. The main cord must be worn regularly, with the extra loops resting outside of the shoulder and the gold tip resting naturally to the front.
  - ii. State coordinators shall utilize Red, Gold and Royal blue shoulder cord which has a braided main cord, two loops without ornamentation, and one gold tip drop. The main cord must be worn regularly, with the extra loops resting outside of the shoulder and the gold tip resting naturally to the front.
- g. <u>For TLT Mentors only (non-Master Guide):</u> follow the guidelines for Pathfinder / Adventurer Club staff uniforms, with the following <u>optional</u> modification:
  - i. The **Title Strip** worn on the right shoulder may be substituted for a custom **TLT Mentor or TLT Instructor title strip**.

### 2. Figures for ease of explanation

Use the figures below in conjunction with those in Page 39 of the Pathfinder Manual.

## **RIGHT SLEEVE**





#### **3. Recommended Sources of Supply for TLT Uniforms**

Listed below are recommended sources for specific uniform items. If it is not exclusively listed under a source, this means it is available at both sources.

- a. Pathfinder Shirts: <u>https://www.pathfindershirts.com/</u>
  - i. Red TLT Chesapeake Style Scarf with Slide
  - ii. Red Beret with TLT Emblem
- b. AdventSource: <a href="https://www.adventsource.org/">https://www.adventsource.org/</a>
  - i. TLT Red and Speckled Black Shoulder Cord
  - ii. TLT Pin and Service Stars

## **Conference Forms**

These forms must be filled out, submitted to the NJC Youth Administrative Assistant and TLT State Coordinator, and also kept with the local club files.



### **<b>©TLT Program Application Form**

This form, along with Awaken Worksheets, shall be used to verify TLT is ready to be inducted. This sheet must be filled out by each TLT and approved by the coordinator.

First Name:	Last Name:	
E-mail:	Cell Phone #:	
Address:	City/State/Zip:	
DOB (mm/dd/yy):	Current Age/Grade	2:
Home Church:	Baptized (Yes/No):	
Pathfinder Classes Completed (circle):		
Friend Companion Ex	plorer Ranger	Voyager <mark>Guide</mark>
List your participation in Pathfinder/Adver	nturer/Master Guide	e club(s):
Club Name:	Year:	Director:
I, the undersigned, apply to the the TLT Program. I understand that my ap on my performance in Pathfindering and r Pathfinder Pledge and Law. I agree to par Manual and commit myself to developing	club oplication and futur ny adherence to th ticipate in the TLT	e participation are evaluated e TLT Pledge as well as the Program as outlined in the TLT
TLT Applicant Signature:		Date:
		Date:
Club Official Use Only:		
□ Approved to participate Date:	Director Sig	nature:
TLT Mentor Name:	Cell	Phone:
TLT Mentor E-mail:	Sign	ature:
Conference Official Use Only:		
🗌 All 7 Awaken Sheets Completed		Date Reviewed:
Approved for TLT Scarf Induction		Date Approved:
Comments/Observations:		

Coordinator Name:\_\_\_\_\_ Coordinator Signature:\_\_\_\_\_

## **@TLT Program Level 1 Checklist**

This form shall be used to verify that TLT is ready to receive Level 1 Completion Star for Investiture. This sheet must be filled out by each TLT and approved by the coordinator.

First Name:	Last Name:		
Home Church:	Club Name:		
Level 1 Completion Requirements:		Date	Initial
□ TLT Program Application Form Sign	ed and Approved	:	
□ TLT has consistently followed-up w	vith Mentor for g	uidance:	
Mentor Name / Signature:			
□ TLT has maintained 80% or above c	lub attendance:		
□ TLT has completed both of the foll	owing operations	in their club:	
1. Administrative Operations Tas	sks		
2. Records Operations Tasks			
Additional Work / Service Completed:			
TLT Future Plans:			
I,, Intend	to continue in th	ne TLT Program for r	next year.
TLT Signature:		Date:	
Conference / Club Official Use Only:			
<ul> <li>Operations worksheets / coursewor</li> <li>Approved for Level 1 Star Investitur</li> <li>Comments/Observations:</li> </ul>	e	Date Reviewed:_ Date Approved:_	
Director Name:	Director	Signature:	

Coordinator Name:\_\_\_\_\_

Coordinator Signature:\_\_\_\_\_

### TLT Program Level 2+ Checklist

This form shall be used to verify that TLT is ready to receive Level 2+ Completion Star for Investiture. This sheet must be filled out by each TLT and approved by the coordinator.

First Name:	Last Name:		
Home Church:	Club Name:		
Level 2+ Completion Requirements:		Date	Initial
🗌 TLT has attended Awaken (list track	():		
□ TLT has consistently followed-up w	ith Mentor for gu	iidance:	
Mentor Name / Signature:			
□ TLT has maintained 80% or above c	lub attendance:		
□ TLT has completed both of the follo	wing operations	in their club:	
1. Teaching Operations Tasks			
2. Activities Operations Tasks			
<ul> <li>TLT has participated in <u>at least thre</u></li> <li>Awaken+ / TLT iTell</li> <li>Adventuree Station / Activity</li> <li>LEGIT Camp / Summer Camp</li> <li>Mission Trip</li> <li>TLT Retreat</li> <li>Zone Youth Rallies (at least or</li> <li>Workbee (at least one)</li> <li>Master Guide Camporee</li> <li>Other:</li> </ul>	Assistant / V.B.S. ne)		ut apply):
TLT Future Plans:			
		ne TLT Program for n	lext year.
TLT Signature:		Date:	
Conference / Club Official Use Only: <ul> <li>Operations worksheets / coursewor</li> <li>Approved for Level 2+ Star Investitu</li> <li>Comments/Observations:</li> </ul>	ure	Date Reviewed: Date Approved:	
Director Name:	Director	Signature:	
Coordinator Name:	Coordina	tor Signature:	



These sheets shall be filled out by the TLT and kept with their Pathfinder Class coursework, to be evaluated for induction and investiture by the Pathfinder/TLT Coordinator and/or Director.

### 1 - Developing a Fabulous Youth

Please fill out this worksheet to receive credit for the course!

Name			Date	Instructor Signature
		Diamond Analogy	Date	instructor signature
		presents		
		represents		
		epresents		
		tory - Don'ts	· · · · · · · · · · · · · · · ·	
1.	(Don't	) Give	or "	." Youth get enough of that at school.
2.	(Don't	) Don't learn people's		· · · · · · · · · · · · · · · ·
3.	(Don't	) Focus on	•	$\frown$
4.	、 (Don't	) Sit in , fac	e the	
5.	(Don't	) Focus on, fac ) Sit in, fac ) Read aloud from		stuff.
2nd Ba	se: Hi	gh 5		$\bigcap \bigcirc \bigcirc / \bigcirc$
		at Individuals		
	Verba	lize something		
	Share	lize something what you have in	W	
	Litera	lly give a "	" to some	eone right now
		to what sor	meone	
		5 Don'ts:		
	-	(Don't) Only be with		
		(Don't) Be		
	3.	(Don't) and		at someone
	4.	(Don't) Talk only about		
	5.	(Don't) Use "	." Yout	
3rd Bas	se: HE	ЦР		0 · 1
-		you need		
	Take a	a with some	eone vou	
		it	5	
		help others		
	Ве	I		
	Help [	Don'ts:		
	1.	(Don't) abo	out voursel	lf.
	2.	Don't take others too _	5	
	3.	(Don't) : Ā	good rule:	: "Be Respectful of the"
				and
Home (				JJ
	•	to do HOME:		
			the	You never know where a young person may be
		in their		
	2.	people.		
	3.	Admit		
	4.	Ask		
	5.	Ask Go	 od and othe	ers.
	HOME	0.0		
		(Don't) Look d	on others	
		(Don't) Be overly		
		(Don't) Point out other'		
		(Don't) Be		
	<del>т</del> . Б	(Don't) Be a person wh		anvthing
	5.	(Don t) be a person wit		any thing.

### 2 - LISTEN

Please fill out this worksheet to receive credit for the course!

Name Date	Instructor Signature
A Place to Belong: Creating a culture of	-
• and active	
Building genuine Christian	
Good Christian	
Communication:	
<ul> <li>Connects individuals</li> </ul>	
Used to share	
Build relationships	
• effectively	
Uses active	
Improves understanding	
Resolves	
Leadership	
Active Listening:	
<ul> <li>L: go of distractions</li> </ul>	
<ul> <li>I: in the conversation</li> </ul>	
• S: empathy	
• T: into nonverbal cues	
• E: judgment	
• N: interrupt	
Building Christian John	
7 Ways to Build a Good Christian Friendship:	
1. Show and	
2. Be honest and	
3 and support	
4 for your friends	
5. Forgive and forgiveness	
6. Spend time together	
7. Share your	
·	
Characteristics of a Christian	
7 Traits of a Christian Leader:	$\sim$ ) $\lambda$
1	
2. Integrity	
3	
4	
5. Forgiveness	
6	
7.	

### 3 - Planning Made Easy

Please fill out this worksheet to receive credit for the course!

Name			Date	Instructor Signature	
The _	from _	? To Why?	Programs that re	ally	
<u>10 Co</u>	mmon reasons	<u>s youth leaders c</u>	o programs:		
1.		- just fill the tin	ne that was given.		
2.		- we don't do ar	nything: we do not	hing.	
3.		- better than no	thing; do anything		$\frac{1}{2}$
4.		- Super busy, hy	peractive, lots of	activity.	
5.		- focus on just (	one thing.	L.	
6.		- we only do hig	sh quality.	<u> </u>	
7.		- we're in a rut,	highly predictable	. 7	- P
8.		- we only do the	e latest: we love fa	ids.	
9.		- stick with wha	at the previous ger	eration did.	
10.		- whatever I wa	nt, I don't need a i	eason.	
٠	0	the youth gr			It must be a goal t you are doing you
•	Notice how th	ne programs are	big and appealing.		
•	Do you notice	e that the progra	ms require	?	
٠		-	Jesus life and our be more specific.	Goal is to be like	Christ it needs to
٠	You need a	betwee _·	en your programs	and your	You need a
(Fill ir	n the bullets a	nd arrows below	/)		
Progra	ams	Why?	Philosophy	Why	/? Goal
		How?		Ном	v?

"Suppose one of you wants to build a tower. Won't you first sit down and estimate the cost to see if you have enough money to complete it?" - \_\_\_\_\_

"Commit to the Lord Whatever you do, and He will establish your plans." - \_\_\_\_\_\_

### 4 - Never a Dull Moment

Please fill out this worksheet to receive credit for the course!

Name	Date Instructor Signature
"Success isn't just about what you others to do."	in your life; it's about what you
The	a positive change
Pros and Cons of NNE's:	
Pros:	Cons:
- You don't know the	You can go too
like to mix things	up
- Youth are	
can inspire others	Fr. M.
Considerations for creating NNE's:	VP A VI A VI
<ol> <li>Identify what is</li> <li>Gradually a NNE.</li> <li>NNE's vary by,</li> <li> the top is too</li> <li>List the potential</li> <li>Need to afterwa</li> </ol>	, groups, settings.
<ol> <li>7. It is</li> <li>8. Foundation of</li> <li>before attempting NNE's that</li> </ol>	build up trust in the youth group and t push people out of their zone.
Evaluate, Evaluate, and Evaluate:	
Evaluate your	
, the res no growth, or they thin •: If you have	have a program and a non-neutral environment, but no ult is games or harassment. People either have fun but nk you're just harassing them. e a program and a but no, the result
is plane •	 nave a NNE with a purpose, but you don't have a

\_\_\_\_\_\_ where you can actually do it, the result is \_\_\_\_\_\_.

If you have a program with a non-neutral environment and a purpose, the result is \_\_\_\_\_

### **5 - A Simple Formula for Success**

Please fill out this worksheet to receive credit for the course!

Name	Date	Instructor Signature
1 Thessalonians	"Rejoice Always"	
4 F's - Getting Down to I	Basics	P P
Psalm "Taste an Group D.Y.N.A.M.I.C. Skill	C	ood;"
<ul> <li>D&amp; Feelings</li> <li>Yof&amp;</li> <li>N&amp; Decision</li> <li>A&amp;</li> <li>Mtype</li> <li>I&amp; Lead</li> <li>CGroup &amp;</li> </ul>	n Making _ e &type dership style	

Summarize your breakout session on why the 4 F's are important to each group?

Hebrews \_\_\_\_\_

"And let us consider how we may spur one another on toward love and good deeds, not giving up meeting together, as some are in the habit of doing, but encouraging one another - and all the more as you see the Day approaching."

### 6 - Let's Talk

Please fill out this worksheet to receive credit for the course!

Name	Date	Instructor Signature
Developing	Skills	
<ul> <li>Convey</li> <li>Improve an</li> </ul>	, data	a, Build trust, Influence and,
	ery important skill for any cexts:,,	y leader,
	listening, Build your e	motional, Develop a group organizational structure
toge	ic coming from different ther, The group to	, Work on a specific each other, Form a knowledge as a group
Effective Group Discus	sion (list one or more bu	Illets below):
Skills to Use:	,,	,,,
One-on-One (list one o	or more bullets below):	
to discuss a que	stion & then report back	night want to break into groups of to the larger group. s (list one or more below):
	and of the following in your o	

### 7 - How to Earn Respect as a Leader

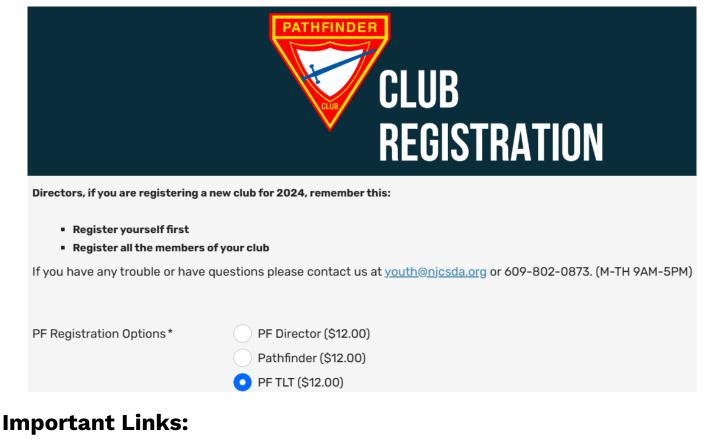
Please fill out this worksheet to receive credit for the course!

Name	Dat	te	Instructor Signature	
What is the definition	of	_? (define belo	w in your own w	vords)
The Rule:				
"So in	, do to oth	ers what you v	vould have them	n do unto, for
this sums up th	ne and th	e	' - Matthew	
Biblical leader who ha 3 Things to keep in mi	ind about respect	<b>t:</b>		
		ourself?		
1. Do you	-			22200
-	_ and ) ect is the	of the	road.	50000
-	ect is the		road.	
- Self-respe	ect is the	?	E	
- Self-respe 2. Are you willing t 	ect is the to in _	? m try it	way.	point.
- Self-respe 2. Are you willing t 	ect is the in _ to in _ them and let the trust and	? m try it I respect	way. from that p	point.
- Self-respe 2. Are you willing t  - Trust 3 does	ect is the in _ to in _ them and let the trust and	? m try it I respect vant people to	way. from that p you.	
- Self-respe 2. Are you willing t  - Trust 3 does - That com	ect is the in _ to in _ them and let the trust and s not mean you w	? m try it I respect vant people to y know you	way. from that p you. about ther	n.

## **Additional Information:**

This manual's material is primarily based on the North America Division's TLT Director's Guide, as well as the NJC Pathfinder Director's Manual. However, the only forms to be used for TLT's are in this manual and the NJC Pathfinder Director's Manual.

DIRECTORS: When registering your TLT on the NJC Youth Page, please select "PF TLT" option under PF Registration options. See below for reference:



NAD TLT Director's Guide: <u>https://clubministries.org/wp-content/uploads/TLT\_DirectorsGuide.pdf</u> NJC PF Director's Manual: <u>https://www.njcyouth.com/\_files/ugd/62c177\_b817018733fc4405805fda496b6e7104.pdf</u>q.a.

### **Frequently Asked Questions:**

1. **Q.** The mentors that our TLT's are selecting, should they be master guides or can they be random members from the church?

**A.** TLT mentors should be church members in good standing, but are not required to be master guides.

2. Q. Do the TLT mentors have to be from the same church as the TLT or can they be from the zone?

**A.** As long as they are approved volunteers and trusted by the church, the mentor can serve. It is preferred if the mentor is from the local church given the frequency with which they will meet with the TLT to instruct and guide them, but it is not a firm requirement.

3. **Q.** Can TLT Candidates participate in the NJC events described in this manual or do they need to be inducted first?

**A.** The NJC encourages all TLT candidates to attend all required seminars in order for this to not be a problem, however there are multiple reasons that TLT candidates may not be inducted to full TLT's at the time of their club's induction. In the eyes of the NJC, the only difference between the TLT Candidate and the TLT is the red scarf. If the TLT candidate is involved and applied in NJC activities, he or she can enjoy the experiences granted to the TLT's and will likely be able to receive their red scarf at the club's investiture.

4. **Q.** Can a special induction be held for TLT's if the candidates miss their deadlines for their own club's induction?

A. The goal of the NJC is to enable all TLT's to be successful. This includes bringing the training events from Awaken and Awaken+/TLT iTell to the zone level with the help of our TLT coordinators. However, it should be understood that an expedient induction of your TLT's is best aided by their attendance to the events at the state level. Therefore, our advice is have open and often communication with the club staff, parents, and prospective TLT's to plan ahead and be successful. Failing to plan is planning to fail!

5. Q. Can TLT's who are minors serve as staff in the Adventurers club?

**A.** TLT's who are minors can serve as junior staff, but must have adult supervision. As an example of what is acceptable, they can be class instructors as long as an adult is in the near vicinity teaching another class and is there to provide assistance or support the TLT when needed. An example of what is **not** acceptable is if that adult leaves the church for 2 hours and has the TLT alone with the kids during that time. In all activities outside of the church, adults must also be present with the TLT's for supervision.

6. **Q.** Can a non-TLT coordinator induct a TLT?

**A.** Absolutely, as long as the paperwork for induction of the TLT is verified and approved by the coordinator as long as they are a master guide. Furthermore, the actual induction can also be performed by any master guide.

7. **Q.** My TLT attended only 70% of the classes, will they not be allowed to receive their service star during investiture?

**A.** The merit for the service star is not a strict yes or no, rather it is dependent on all of the work the TLT has performed during the year. Certain requirements may be relaxed if it is seen that the TLT has excelled in other areas of the curriculum. Ultimately, it is at the discretion of the club director and coordinator. The requirements are a guideline to help guide the growth of the TLT throughout the course of the year, and each TLT's growth and performance will vary in the different areas they will operate.