



# **PATHFINDER CLUB DIRECTOR'S MANUAL 2022**



YOUTH MINISTRIES

Seventh-day Adventist Church  
NEW JERSEY CONFERENCE

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Hey, what a journey, right? This past two years have been absolutely lifechanging. We can't deny the impact of what used to be a novel virus and is now part of our daily lives. Many things have changed yet the passion for our kids and our pledge to service cannot stop! We are grateful for what Jesus has taught about selfless service that keep us going. Through this thought times we have learned lessons that will stay with us forever. We all were challenged yet, we're still here!

Our worldwide church is committed to involve all members in mission and discipleship at the sound of "I WILL GO!" The NJCYOUTH joins the movement as we invite you to do the same. So, let's go! Let's disciple our youth! Let's make it happen for Jesus!

My prayer is that this new year may be a blessed, fruitful, and creative one! As we experience new things, that we may be flexible enough to be moved by the Spirit of the Lord being able to reflect the love of Christ.

Don't forget that you're not alone, we're all in this!

LET'S GO!

Many blessings,

Pastor Baffi  
Youth Director  
NEW JERSEY CONFERENCE OF SDAs

NEW JERSEY CONFERENCE OF SDAs  
**STAFF AND STATE COORDINATOR**



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This year we have a State Coordinator and assistants that will help cover the needs locally.  
Don't hesitate to reach out!

# #NJCYOUTH

2022 Areas

## NORTH-WEST

Clifton Spanish  
Dover Spanish  
Garfield Spanish.  
Hackensack  
Hackettstown  
Hackettstown Spanish  
Lafayette  
Newton  
Morristown  
Morristown Spanish  
Nuevo Amanecer Spanish (Hackensack)  
Passaic I Spanish  
Passaic II Spanish  
Paterson Eastside Spanish  
Paterson South Spanish  
Paterson Temple Spanish  
Phillipsburg  
Ridgefield Park  
Rockaway  
Tranquility  
Waldwick  
Wayne

## CENTRAL

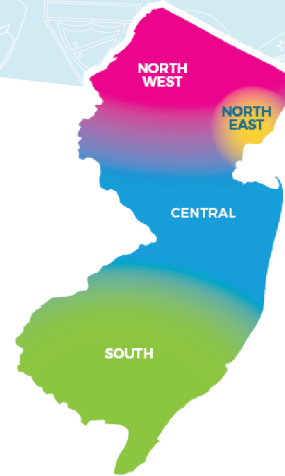
Asbury Park  
Bound Brook  
Carteret Spanish  
Casa de Restauración (New Brunswick)  
Central NJ Korean  
Collingwood Park  
Crosspoint  
Dunellen Spanish  
Edison Spanish  
First Bilingual  
First Filipino  
Flemington Spanish  
Freehold Spanish  
Hightstown  
Hightstown Spanish  
Indian  
Indonesian Pioneer  
La Victoria  
Lake Nelson  
Lakewood Spanish  
Long Branch Brazilian  
New Brunswick  
New Brunswick Morija  
New Brunswick Spanish  
Perth Amboy  
Perth Amboy Spanish  
Pioneer Community  
Plainfield Spanish  
Princeton  
Rahway Spanish  
Robbinsville  
Somerville Spanish  
The Grace Place  
Trenton  
Trenton Spanish  
West Long Branch Spanish

## NORTH-EAST

All Nations French  
Bayonne Spanish  
Belleville Spanish  
Bethel French  
Bethesda French  
Bloomfield Spanish  
El Faro Spanish (Cliffside Park)  
Elizabeth  
Elizabeth Spanish  
Filipino  
Filipino International  
Guttenberg Spanish  
Harrison Spanish  
Irvington Spanish  
Jersey City Heights  
Jersey City Heights Spanish  
Jersey City Spanish  
La Esperanza  
Luzo Brazilian  
Maranatha Haitian  
Maranatha Spanish  
Newark  
Newark Spanish  
Nueva Vida Spanish  
Philadelphie French  
Port Elizabeth Spanish  
Ridgefield Park  
Sion Spanish  
Union City Spanish  
West New York Spanish

## SOUTH

Atlantic City Spanish  
Atlantic County  
Bridgeton  
Bridgeton Spanish  
Bridgeton Spanish II  
Browns Mills  
Burlington  
Camden Spanish  
Cape May Court House  
Cherry Hill  
Gibbsboro Spanish  
Hammonton  
Laurelwood  
Mt Holly  
Mt Holly Spanish  
New Birth (Barnegat)  
Panamericana Spanish  
Parkway South  
Pine Hill Spanish  
Redemption Chapel  
Salem  
Swedesboro Spanish  
Toms River  
Vineland  
Vineland Spanish  
Wildwood Spanish  
Williamstown  
Willingboro  
Woodbury



YOUTH MINISTRIES

Seventh-day Adventist' Church  
NEW JERSEY CONFERENCE

[njcyouth.org](http://njcyouth.org)

[njcyouthofficial](https://www.instagram.com/njcyouthofficial)



NEW JERSEY CONFERENCE OF SDAs  
**WHAT IS NEW &  
REMINDERS FOR 2022**



## NEW

1. Stars System
2. Please inform your Area/State Coordinator of any club events needing the presence of a Master Guide designated by the Coordinator, or the Coordinators themselves, AT LEAST 3 weeks in advance. Additionally, when planning club events, please avoid scheduling them the same time as conference youth events. This is highly encouraged in order to facilitate unified youth involvement with other churches and clubs.
3. No Refunds for Union Camporee.
4. Keep in mind that your club cannot register for the Union Camporee if the club is not registered with the conference first.
5. Service Projects that are to connect with your community (thus, not just a once-a-year experience, but rather a yearlong partnership). Upload your pictures on our Google Photo so we all can enjoy and learn together. This is a similar project system that will be used by Adventurers.

## REMINDER

1. Every adult helping with Pathfinders and adults/staff/volunteers/parents that will be attending the Camporee or other Pathfinder events must complete the Background Check.  
(<http://www.ncsrisk.org/adventist/>)
2. Investiture achievement book has to be revised by a coordinator or Master Guide that is sent by the coordinator to inspect if your pathfinders are ready for the investiture. We do not want you or the Pathfinders to be overwhelmed with this evaluation. This will not be a written exam; it will be a conversation format to ensure that the pathfinders are understanding the material that we are teaching them. If a pathfinder is not ready, we can always do the test again. Make sure to contact the coordinator at least two weeks in advance. The more time you give the coordinator to the evaluation the better.
3. No need for notarized medical forms.
4. No need for large First Aid Kit. Please provide a sufficient amount of various items in the first aid kit (such as Tylenol/Motrin, Benadryl, etc.) for all your club members.
5. Reports must be submitted through the NJCYOUTH website.

# #NJCYOUTH

## 2022 Calendar

JAN	16	Club Directors Meeting
	21-23	AWAKEN
	30	Ski Trip
FEB	5	PBE Zone Level
	20	Awaken LOVE
	26	PBE State Level
MAR	4-6	Children's Ministry Convention
	11	Club Directors Meeting
	19	Global Youth Day / Local Church event
	19	PBE Union Level
APR	19-26	Youth Week of Prayer
	22-23	PBE Division Level
	16-17	Inspire Festival - Inspire thorough content
MAY	30	Let Them Lead - Youth led Sabbath
	6	Club Directors Meeting
	8	Let Them Lead - Youth led Sabbath
	15-21	AD Scarf Week
JUN	21	World Adventurer Day
	3	Club Directors Meeting
	15-17	Adventuree
JUL	24-30	Media Camp
	10-14	Union Pathfinder Camporee
AUG	19	Club Directors Meeting
	9-11	Master Guide Camporee
SEP	11-17	PF Scarf Week
	17	World Pathfinder Day
	1	Children Sabbath
OCT	2	Children Festival
	7-9	Young Adults Retreat
	14	Club Directors Meeting
	18-30	Teens Retreat
DEC	2-4	Awaken



YOUTH MINISTRIES

Seventh-day Adventist' Church  
NEW JERSEY CONFERENCE

[njcyouth.org](http://njcyouth.org)

[njcyouthofficial](https://www.instagram.com/njcyouthofficial)



NEW JERSEY CONFERENCE OF SDAs  
**IMPORTANT RESOURCES**



**NJCYOUTH MINISTRIES:**

[www.njcyouth.com/pathfinders](http://www.njcyouth.com/pathfinders)

**NEW JERSEY CONFERENCE:**

[www.njcsda.org](http://www.njcsda.org)

**NJCYOUTH FACEBOOK:**

[www.facebook.com/pages/NJCYouth](http://www.facebook.com/pages/NJCYouth)

**NAD CLUB MINISTRIES:**

[www.clubministries.org/pathfinders](http://www.clubministries.org/pathfinders)

**GC CLUB MINISTRIES:**

[www.gcyouthministries.org/ministries/pathfinders](http://www.gcyouthministries.org/ministries/pathfinders)

**ADVENTSOURCE**

[www.adventsource.com](http://www.adventsource.com)

**PATHFINDERSHIRTS**

[www.pathfindershirts.com](http://www.pathfindershirts.com)



NEW JERSEY CONFERENCE OF SDAs  
**PATHFINDER DIRECTOR**



## Pathfinder Ministries Mission:

To provide a church-centered, recreational-spiritual program for both boys and girls ages 10-15.

**PATHFINDER DIRECTOR SHOULD NOT BE AN ADVENTURER DIRECTOR.**  
*These are two different ministries with two different needs and audiences.*

Candidates should demonstrate at least one of the following spiritual gifts:

- *Administration*
- *Pastor/Shepherd*
- *Exhortation/Encouragement*
- *Evangelism*

Candidates should demonstrate at least one of the following passions:

- *Outdoors*
- *Outreach*
- *Physical Fitness*
- *Working with the age group of 10-15-year-old.*

Candidate should possess the following qualities:

- I. **Loves Jesus**
- II. **Loves ministering to young people (ages 10-15)**
- III. **Leadership skills**
  - A. Planning yearly Pathfinder calendar
  - B. Organizes local club meeting and events which include but not limited to-
    - Investiture Service
    - Induction Service
    - Pathfinder Sabbath
    - Support Conference Pathfinder events
  - C. Ability to plan and manage a board approved budget
  - D. Organize and lead monthly staff and parent meetings
  - E. Recruiting and supervising volunteer staff
  - F. Delegate club responsibilities among instructors and counselors
  - G. Participate of all NJCYOUTH Pathfinder activities and events

- IV. **Communication skills**

- A. Ability to communicate club vision and needs to church board and staff
- B. Ability to communicate with parents
- C. Ability to communicate with Pathfinder aged youth
- D. Maintain a liaison relationship with Conference Youth Ministries and local church

V. **Age**

- A. Directors should be at least 18 years old.

Candidate must have clean record/background (must complete the free [Background Check](#)):

**Any history of sex offense disqualifies candidate from working with young people and children**

# NEW JERSEY CONFERENCE SUGGESTED LOCAL CLUB PROGRAMMING



## PRE-MEETING (20 MINUTES)

- Arrange meeting room
- Review plans and theme with staff
- Check supplies
- First Aid kit should be available

## CLUB MEETING (90 MINUTES)

### *Opening (15 minutes)*

- Prayer
- Pledge of Allegiance
- Pathfinder Pledge & Law
- Devotional
- Roll Call

### *Activity (20 Minutes)*

- Craft
- Honor activity
- Team building game

**NOTE:** Please rotate the activity options every meeting

### *Drilling & Marching (10 Minutes)*

### *Classwork (20 Minutes)*

**NOTE:** It is suggested that you alternate with Honors

### *Exercise (15 Minutes)*

### *Closing (10 Minutes)*

- Announcements
- Challenge-closing thought
- Prayer

## POST-MEETING (10-15 Minutes)

Review meeting with staff

Plan for next meeting

# **FORMS TO BE KEPT IN THE CLUB FILES**

# PATHFINDER MEMBERSHIP APPLICATION 2022



*This confidential information will be kept for club use only.*

Directors: Please keep this application for your records when going camping or on fieldtrips.

## Membership Requirements:

- Be at least 10 and in the 5th Grade or under age 18
- Faithfully attend scheduled club activities
- Agree to follow the guidelines set forth by the local club including paying fees
- Follow the 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.*)
- Follow the Pathfinder Law (*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. Go on God's errands.*)

Child's Personal Information		Application Date: _____	
Last Name		First Name	
Birthdate		Age	
Grade		School	
Home Address			
Baptized?		Baptism Date	
Religious Affiliation		Home Church	
Other Personal Information?			

Parent / Guardian #1 Info		Relationship to child: _____ Does the child live with this person? _____	
Last Name		First Name	
Address		Phone #1	
Email		Phone #2	

Parent / Guardian #2 Info		Relationship to child: _____ Does the child live with this person? _____	
Last Name		First Name	
Address		Phone #1	
Email		Phone #2	

Alternate Emergency Contacts		Relationship to child: _____ Does the child live with this person? _____	
Name		Phone	
Name		Phone	



# PATHFINDER MEDICAL INFORMATION

Health Information			
Food Allergies		Medication Allergies	
Physical Restrictions		Medical Conditions	
Preferred Local Hospital		Physician (Name & Phone)	
Insurance Company		Insurance Policy Number	
Diet Restrictions			
Current Medications	Medication Name	Dose Administered	Time/Frequency Administered
	Reason for Administering		
Health History	<input type="checkbox"/> Asthma <input type="checkbox"/> Hay Fever <input type="checkbox"/> Sinus Trouble <input type="checkbox"/> Earache <input type="checkbox"/> Ear Tubes <input type="checkbox"/> Fainting <input type="checkbox"/> Tuberculosis <input type="checkbox"/> Diarrhea <input type="checkbox"/> Bedwetting <input type="checkbox"/> Kidney Disease <input type="checkbox"/> Constipation <input type="checkbox"/> Stomach Ache <input type="checkbox"/> Diabetes <input type="checkbox"/> Sleepwalking <input type="checkbox"/> Epilepsy <input type="checkbox"/> Rheumatic Fever <input type="checkbox"/> Heart Trouble <input type="checkbox"/> Glasses/Contacts <input type="checkbox"/> Menstrual Problems <input type="checkbox"/> Bee Sting Allergy <input type="checkbox"/> Poison Oak/Ivy Allergy <input type="checkbox"/> Other: _____		
Past Illness/Surgery Hospitalization/			
Immunizations	<input type="checkbox"/> DTP Series <input type="checkbox"/> Polio/OOPV <input type="checkbox"/> Measles <input type="checkbox"/> German Measles/Rubella <input type="checkbox"/> Tetanus <input type="checkbox"/> Tuberculin Test <input type="checkbox"/> Mumps <input type="checkbox"/> Chicken Pox <input type="checkbox"/> COVID-19 <input type="checkbox"/> Other: _____		
Other Health Information?			

## APPROVAL SECTION:

### Parent/ Guardian Consent:

I, as a parent or legal guardian of \_\_\_\_\_, I am in favor of him/her attending all club functions and accept the membership conditions named above. In consideration of the benefits derived from membership, I hereby voluntarily waive any claim against the club of the New Jersey Conference of Seventh-day Adventists for any accidents which may arise in connections with the activities of the Pathfinder Club. (This does not waive coverage within the policy limits of church accident insurance, which covers church sponsored activities.) The health history as stated is correct as far as I know, and the person herein described has permission to engage in all prescribed club activities. I give permission for my child to be photographed and his/her picture posted on club and New Jersey Conference of SDA social media and web sites. I will assist the applicant in observing the rules of the Pathfinder organization and will encourage him/her to take part in all club activities. I agree to pay the fee required for Pathfinder membership with the conference. Permission for photocopying this information and health record is granted for use by the Pathfinder Club only. I also consent for my child to be transported for club activities, in private, church owned vehicles or other mode of transportation.

### Authorization to Treat a Minor:

(we) the undersigned parent or legal guardian of \_\_\_\_\_, in case of emergency, hereby give permission to the physician selected by the club director to hospitalize, secure proper treatment, and to order injections or anesthesia for my child. The health history as stated above is correct as far as I know. A photocopy of this shall be valid as the original. I consent for club staff to administer over-the-counter drugs at their discretion with parent notification.

Parent/Guardian Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

# VOLUNTEER STAFF APPLICATION FORM



Personal Information		Application Date: _____	
Last Name		First Name	
Birthdate		Phone	
Address			
Email			
Marital Status		Name of Spouse	
Name/Age of Children			
Religious Affiliation		Home Church	
Do you now have, or have you had any injury/sickness that might limit your involvement in Children's/Youth Ministries activities? YES or NO If YES, Describe:			
Have you ever been accused, charged, or disciplined for any unlawful sexual conduct, child abuse, and/or child sexual abuse? YES or NO If YES, Describe:			

Work Experience That Would Qualify You to Work with Children / Youth:			
Job Title	Description of Duties	Date	Location
References who can verify you are suitable for work with Children / Youth:			
Pastor:	City:	State:	Phone:
Name:	City:	State:	Phone:
Name:	City:	State:	Phone:

Verified Volunteers	
Every adult age 18+ should complete the Verified Volunteers training & background check at <a href="http://www.ncsrisk.org/adventist/">http://www.ncsrisk.org/adventist/</a> and provide proof of completion.	Date Completed

I have read and understand the Personal Vehicle Usage Recommendations (Please initial to the right)
Note: Volunteer staff cannot begin work until their background and driving record checks have cleared. The above information is accurate to the best of my knowledge. I understand the information will be kept confidential in my club files.
Signature: _____ Date: _____

# VOLUNTEER STAFF MEDICAL INFORMATION



Each staff member should complete the following form.  
 This confidential information is for club use only and  
 will not be provided to the conference office.

<b>Name:</b>			
<b>Health Information</b>			
<b>Food Allergies</b>		<b>Medication Allergies</b>	
<b>Physical Restrictions</b>		<b>Medical Conditions</b>	
<b>Preferred Local Hospital</b>		<b>Physician (Name &amp; Phone)</b>	
<b>Insurance Company</b>		<b>Insurance Policy Number</b>	
<b>Diet Restrictions</b>			
<b>Current Medications</b>	<small>Medication Name</small>	<small>Dose Administered</small>	<small>Time/Frequency Administered</small>
			<small>Reason for Administering</small>
<b>Health History</b>	<input type="checkbox"/> Asthma <input type="checkbox"/> Hay Fever <input type="checkbox"/> Sinus Trouble <input type="checkbox"/> Earache <input type="checkbox"/> Ear Tubes <input type="checkbox"/> Fainting <input type="checkbox"/> Tuberculosis <input type="checkbox"/> Diarrhea <input type="checkbox"/> Bedwetting <input type="checkbox"/> Kidney Disease <input type="checkbox"/> Constipation <input type="checkbox"/> Stomach Ache <input type="checkbox"/> Diabetes <input type="checkbox"/> Sleepwalking <input type="checkbox"/> Epilepsy <input type="checkbox"/> Rheumatic Fever <input type="checkbox"/> Heart Trouble <input type="checkbox"/> Glasses/Contacts <input type="checkbox"/> Menstrual Problems <input type="checkbox"/> Bee Sting Allergy <input type="checkbox"/> Poison Oak/Ivy Allergy <input type="checkbox"/> Other: _____		
<b>Past Illness/Surgery Hospitalization/</b>			
<b>Immunizations</b>	<input type="checkbox"/> DTP Series <input type="checkbox"/> Polio/OOPV <input type="checkbox"/> Measles <input type="checkbox"/> German Measles/Rubella <input type="checkbox"/> Tetanus <input type="checkbox"/> Tuberculin Test <input type="checkbox"/> Mumps <input type="checkbox"/> Chicken Pox <input type="checkbox"/> COVID-19 <input type="checkbox"/> Other: _____		
<b>Other Health Information?</b>			

<b>Emergency Contact 1</b>			
<b>Name</b>		<b>Phone 2</b>	
<b>Phone</b>		<b>Relationship</b>	

<b>Emergency Contact 2</b>			
<b>Name</b>		<b>Phone 2</b>	
<b>Phone</b>		<b>Relationship</b>	



NEW JERSEY CONFERENCE OF SDAs  
**PERSONAL VEHICLE USAGE  
RECOMMENDATIONS**



Please provide a copy of this document to every potential driver. Drivers must:

- Be at least 21 years of age
- Have a valid driver's license and current vehicle insurance.
- Verify that the vehicle is in good working order (tires, wiper blades, all lights, etc.).
- Require occupants to wear seatbelts.
- Not engage in "distracted driving" (no cell phone, texting, eating, drinking, reading, navigation system adjustments, or boisterous children disciplined while the vehicle is in motion).
- No overloaded vehicles.



For long trips, ensure that there are sufficient drivers so that no one is required to drive more than 11 hours at a stretch.

If someone other than the owner will be driving the vehicle, obtain information on the owner's insurance (company name, policy number, and policy term) and give this information to the person who will be driving the vehicle. The driver will need this information if an accident occurs. Adventist Risk Management does not recommend the use of non-owned autos on approved events. If non-owned vehicles are used, however, adhere to the following guidelines: Adventist Risk Management's auto insurance policy provides coverage for non-owned vehicles on an excess basis. It is designed to protect the organization, not the vehicle owner. In the event of an accident, the vehicle owner must go to his/her insurance company first.

Make sure drivers understand that their personal auto insurance is "primary" and that his/her insurance is responsible for any damage done by the vehicle or to the vehicle. Agree with the owner or driver on who will be responsible for any comprehensive or collision deductibles that might apply to damage done to the borrowed vehicle.

Every insurance policy contains limits, conditions, and exclusions. Read the policy carefully, because it may not respond to all claims for damage.



# GUIDELINES FOR VOLUNTEERS & CAREGIVERS

Directors: Please keep this form for your records

Because our society is filled with pain, problems, and litigation caused by improper conduct of adults working with children and youth, it is imperative that those working with children at church have meaningful guidelines for conduct – to protect both themselves and those under their care. As a ministry volunteer, you want parents and others to feel comfortable and confident with you. Here are some practical guidelines:

1. ***Never leave a child or group of children alone for whom you are responsible.***  
Always provide adequate supervision, no matter what.
2. ***NEVER be the only adult*** serving as a caregiver – ALWAYS have at least one other person 18 or older with you.
3. ***Always ask a person's permission before touching*** him/her anywhere, even when responding to an injury or problem. This is especially true for any area that would normally be covered by a T-shirt and shorts. If an injury is within this area, make sure another adult works with you as you provide care.
4. ***Physical and verbal attack are inappropriate*** and should not ever be used as discipline. "Time out" or "sit-in-that-chair" may be helpful methods with children.
5. ***Kids need to be touched appropriately.*** However, keep hugs brief and "shoulder-to-shoulder" or side-to-side." Always keep your hands at (not below) the shoulder level. A caregiver kiss is to the forehead or cheek only – not elsewhere. For small children who like to sit on laps, encourage them to sit next to you.
6. ***When taking small children to the bathroom*** – take another adult along or leave the door open.

**Be aware of the signs and symptoms of abuse; be aware of the legal requirements in your locality for reporting child abuse.** In nearly all places, a caregiver can be held legally responsible for failing to report suspected or actual child abuse.

Be loving, kind, firm, and always thoroughly professional as a caregiver. Working with children and youth at church is not only a privilege; it is also a deep responsibility that must be approached with utmost care.

Adventist Risk Management and the North American Division Secretariat mandate the following rules for leaders. These serve as a protection to you and your ministry against charges of abuse:

- ***The volunteer screening rule.*** All volunteers must complete the screening process described on the Volunteer Ministry Information Form.  
(<https://adventistyouthministries.org/files/safety-guidelines/NAD-Guidelines-and-Procedures-For-Well-Trained-Staff.pdf>)
- ***The six-month rule.*** Do not recruit a volunteer who has been a church member for less than six months.

- ***The two-person rule.*** Have at least two adults present always.
- ***The glass window rule.*** If the door to a classroom does not have glass in or around it, the door should be left open, so that the teacher is in full view.

**I, the undersigned caregiver, have read the guidelines listed above and agree to abide by them. I will obtain a copy of this signed form and keep it for reference**

Signed \_\_\_\_\_ Date \_\_\_\_\_

NEW JERSEY CONFERENCE OF SDAs  
**VOLUNTEER PAPERWORK CHECKLIST**



This checklist is designed to help club directors ensure that all volunteer staff paperwork has been collected from each individual.

Name	Volunteer Staff Application	Volunteer Staff Medical Information	Background Check	Car Insurance	Driver's License	Signed Guidelines for Volunteers	Other:

# **FORMS TO BE SENT TO THE CONFERENCE**



# CLUB REGISTRATION IS **ONLY** AVAILABLE ONLINE

**CONNECT TO**

**[WWW.NJCYOUTH.COM/PATHFINDERS](http://WWW.NJCYOUTH.COM/PATHFINDERS)**

**INCLUDED IN THE \$10 REGISTRATION**

## **PATHFINDER**

1. Yearly Club Membership
2. [12 Months Insurance](#)
3. [Record Journal](#)
3. [Record Card](#)
4. [Class Pin \(if you get invested\)](#)
5. [Class Chevron \(if you get invested\)](#)
6. [Class Strip \(you guessed it... if you get invested\)](#)
7. A Pathfinder Club Sticker
8. [The baptismal pin \(if you get baptized\)](#)

## **DIRECTOR, INSTRUCTOR PARENT & VOLUNTEER**

1. Yearly Club Membership
2. [12 Months Insurance](#)
3. [Instructor's Guide \(Optional\)](#)
4. A Pathfinder Club Sticker

# PATHFINDER YEARLY PLANNING FORM



Dear directors and staff members,

When creating the plan for the year ahead, please keep in mind that every child is an individual and they have different things they like and different things that they are good at. Try to include different activities that will help each pathfinder develop as an individual while at the same growing closer in a group. Remember to switch around your teaching style based on how each of your pathfinders learn. When making the plan for the year ahead, keep in mind the kids that you are working with and think about ways to get each pathfinder to have a closer relationship with God.

Club:		Year:				
Mission, Vision, Goals, and Theme						
	Meeting Dates	Honors to Teach	Activities/Nature	Outreach	Other	Budget
January						
February						
March						
April						
May						

<b>June</b>						
<b>July</b>						
<b>August</b>						
<b>September</b>						
<b>October</b>						
<b>November</b>						
<b>December</b>						



# **EVALUATION FORMS FOR THE CLUB**

# VIP DIRECTORS



The Youth Department acknowledge that the Adventurer Director is a very dedicated person, whose passion, faith, and example are key in inspiring children and supporting parents. Therefore, we have created the following 10 categories that serve as guidelines to encourage and help you achieve growth in your ministry. Three stars is the maximum amount per category.

Reports are due on **July 31<sup>st</sup>** and **November 30<sup>th</sup>**. You will be able to find the online report forms for you and for the pastor on <http://www.njcyouth.com/pathfinders> as the date approaches.

3-STARS	2-STARS	1-STAR
If you get at least 8 of these you area "3-stars" director.	If you get between 5-7 "3-stars" and/or at least 5 "2-stars".	If you have less than 5 "3-stars" and/or if you have less than 5 "2-stars".

1. CLUB REGISTRATION		
Before March 31 <sup>st</sup>	Before May 31 <sup>st</sup>	During the rest of the year
2. CLUB CALENDAR SUBMISSION TO THE CONFERENCE		
Before March 31 <sup>st</sup>	Before May 31 <sup>st</sup>	During the rest of the year
3. INDUCTION		
Before March 31 <sup>st</sup>	In the first half of the year	N/A
4. INVESTITURE		
In the last quarter of the year with at least 75% of registered parents	In the last quarter of the year with 50% of registered parents	N/A
5. EVENTS		
Participate in BOTH Pathfinder Bible Experience and Camporee	Participate in either the Pathfinder Bible Experience or Camporee	N/A

<b>6. SERVICE PROJECTS</b> <i>(projects should benefit both the local church and community)</i>		
Participate 4 times in any of the service projects during the year	Participate 3 times in any of the service projects during the year	Participate 2 times in any of the service projects during the year
<b>7. OUTDOOR ACTIVITIES</b>		
4 or more times a year	2-3 times a year	0-1 time a year
<b>8. LOCAL CHURCH INVOLVEMENT</b>		
4 or more times a year	2-3 times a year	0-1 time a year
<b>9. ATTENDS CONFERENCE MEETINGS (given by NJCYouth)</b>		
80% or more	50% or more	Less than 50%
<b>10. TRANQUILITY CAMP WORK BEES</b>		
Participate in the Work Bee 4 or more times a year. Must send at least 2 people.	Participate in the Work Bee 2-3 times a year. Must send at least 2 people.	Participate in the Work Bee 0-1 time a year. Must send at least 2 people.
<b>11. SUPPORT OF OTHER CLUBS</b>		
Be involved with another club 4 or more times during the year.	Be involved with another club 2-3 times during the year.	Be involved with another club 0-1 time during the year.

<b>ACCOUNTABILITY</b>	
<b>CLUB INSPECTION</b>	Must wear class C uniform. You must have your Area Coordinator present, or a Master Guide appointed by the Area/State Coordinator. Must submit completed club inspection report to the NJ Conference.
<b>PATHFINDER SABBATH/ UNIFORM INSPECTION</b>	You must have your Area Coordinator present, or a Master Guide Appointed by the Area/State Coordinator. A Pathfinder, or Pathfinders must preach. Uniform must be complete according to New Jersey Conference requirements. Must submit completed Sabbath Report to the NJ Conference.
<b>INDUCTION/ INVESTITURE CEREMONIES</b>	Uniform must be complete according to New Jersey Conference requirements and the induction/investiture ceremonies must be graded by your Area Coordinator, or a Master Guide appointed by the Area/State Coordinator. Must submit completed induction/investiture reports to the NJ Conference.

NEW JERSEY CONFERENCE OF SDAs  
**SERVICE PROJECTS**



The mission of the I WILL GO – Projects is for each club to get connected with their local community, for the community to know you, and for you to be able to witness to them. The idea is to get the community to join the cause you will choose. Each club must select one of the projects (not 1 per category, just one of the 12) to execute in their community. **The goal is that each club will experience a yearlong project, one per category per year throughout a span of 4 years.**

Every year the clubs that participate will be awarded one of the special category prizes: **Environment**, **Humanitarian**, **Kindness**, or **Community**.

<b>Environment</b>	<p><b>Adopt-a-Park</b> Clean up a park(s). Collecting trash, refreshing an old bench with paint job, new wood, etc.</p>	<p><b>Tree Planting</b> Planting a tree(s) at different parks &amp; maintain its care, etc.</p>	<p><b>Garden</b> Planting a garden(s) a specific park or several parks, make bird houses, etc.</p>
<b>Humanitarian</b>	<p><b>Collect supplies for Women/Kids shelters</b> Collect toiletries, clothing, toys and make cards</p>	<p><b>Chemo Care Kit</b> Write a card/letter, buy activity books, travel sized items in a nice paper gift bag, etc.</p>	<p><b>Adopt-a-Soldier</b> Go to a navy/army/veteran center, get soldiers names, packages and send them letters/cards create care</p>
<b>Kindness</b>	<p><b>Adopt a Dog Shelter</b> Collect toys for dogs, bathing supplies, make flyers to help dogs get adopted, volunteer to clean out cages, make dog treats</p>	<p><b>Random Kindness</b> Hand out water bottles, dollar umbrellas on rainy days, lollipops, flowers, etc. with verses or invitation to Pathfinder club/church programs</p>	<p><b>Blessing Bag</b> Collect self-hygiene supplies, socks &amp; undergarments and put them in Ziploc bags for homeless shelters or distributed to those in need</p>
<b>Community</b>	<p><b>Adopt a Library or Childcare Center</b> Collect books, cleaning supplies, toys, volunteer to read a story to the children, (story time)</p>	<p><b>Adopt-a-Teacher(s)</b> Find a local school teacher(s) or Adventist school. Buy school supplies for them or classroom supplies, write them notes or cards thanking them for their service</p>	<p><b>Adopt a community worker</b> Adopt a Fire Station, EMT, Police Station, Mail Man, Garbage Men Make cards, take treats, visit them, invite them to activities</p>

NEW JERSEY CONFERENCE OF SDAs  
**SERVICE PROJECTS**



Scan / Take a picture of this for and email it to [youth@njcsda.org](mailto:youth@njcsda.org)  
*\*Please submit form by MARCH 31st, 2022.*

Church Name: \_\_\_\_\_ Club Name: \_\_\_\_\_

**ENVIRONMENT**

- Adopt-a-Park
- Tree Planting
- Garden
- Other \_\_\_\_\_

**KINDNESS**

- Adopt-a-Dog Shelter
- Random Kindness
- Blessing Bag
- Other \_\_\_\_\_

**HUMANITARIAN**

- Collect supplies for Women/Kids Shelter
- Chemo Care Kits
- Adopt-a-Soldier
- Other \_\_\_\_\_

**COMMUNITY**

- Adopt-a-Library or Childcare Center
- Adopt-a-Teacher
- Adopt-a-Community Worker
- Other \_\_\_\_\_

In a few words explain how you will fulfill this project. *Please, include frequency (minimum four times per year), location, local community collaborators (hospital, county, township, associations), etc.:* \_\_\_\_\_

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Don't forget to **UPLOAD** all the picture you take while doing this to our GooglePhoto  
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# NEW JERSEY CONFERENCE OF SDAs

## PATHFINDER CLUB INSPECTION



Church Name: \_\_\_\_\_ Club Name: \_\_\_\_\_

Directors Name: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

Number of total members: \_\_\_\_\_ Total members present: \_\_\_\_\_

*Note: This inspection MUST be done by an Area Coordinator or a Master Guide appointed by Area or State Coordinator.*

Inspector Signature: \_\_\_\_\_

Uniform	Good	N/A	Improve
Hair/Nails well kept			
Staff/Girls/Boys Pathfinder khaki uniform shirt			
Patches properly placed and sewn			
Club Scarf and Slide			
Staff/boys black neck ties			
Staff/girls black neck ties			
Staff/Girls black skirt			
Staff/Boys black pants			
Sash/Name Tag			
Class pins			
Black Pathfinder belt			
Staff/girls black pantyhose			
Staff/boys black socks			
Staff/Girls/Boys plain black dress shoes			
Uniform is well ironed and well presented			
TLT patches, pin and cord			
Directors cord			

Notes:

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First Aid Kit	Good	N/A	Improve
Kit is visible always in safe area			
Products are up to date (not expired)			
Kit has enough supplies for club size			

Notes:

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Club Administration	Good	N/A	Improve
Background Check Complete			
Pathfinder Club Applications			
Guidelines for Volunteers Signed			
Staff Volunteer Applications			
Volunteer Paperwork Checklist			
Health/Medical Forms			
Photo Consent Forms			

Notes:

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Club Equipment	Good	N/A	Improve
Club Banner			
American Flag			
Pathfinder Flag			
Fire Extinguisher			
Christian Flag			

Flags & banners should be properly placed.

Notes:

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Discipline	Good	N/A	Improve
Manners & Conduct are courteous			
Staff have control of their students			
Pathfinders are treated equally/respectfully			
Orderliness during club time			
Staff are respectful of each other			

Director & Staff should be respectful & courteous to inspector & Vice versa

Notes:

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NEW JERSEY CONFERENCE OF SDAs  
**PATHFINDER CLUB FORMAL  
INSPECTION GUIDELINES**



A formal inspection must be announced to the club several weeks in advance and must be scheduled with the State and/or Area Coordinator **at least 3 weeks in advance**. It will usually be held when there is an inspection visitor from the local conference youth ministries representative (Area Coordinator) and may include someone from the community. A Pathfinder director, however, may conduct a formal inspection at any time desired, but not for stars, unless authorized by the State Pathfinder Coordinator.

The purpose of the inspection is not a proficiency inspection of the leader; nevertheless, it will reflect the director's leadership. This should be an aid to a Pathfinder director in helping to encourage the club.

**INSPECTION ITEM ON THE INSPECTION SHEET INCLUDE:**

1. **Formation.** For a formal inspection, the Pathfinders will form in ranks by the club as a whole. Instruction of this may be found in the Pathfinder Club Drill Manual. To prepare the club for inspection so that the inspecting party can pass between the ranks, the club will be give the command Open Ranks. (See Drill Manual).

The inspecting visitor may hold the club at attention throughout the inspection or direct the leader to give at ease to units or ranks as they wait to be inspected. These units or ranks, however, will be called back to attention by the club director when the inspecting visitor begins inspecting them.

2. **Uniforms.** Since the pathfinder will be notified of a formal inspection in advance, it will be expected that their uniforms will be cleaned, ironed, or neatly pressed and that the uniform will be the complete official Pathfinder uniform including the scarf and sash.

Every Pathfinder will have the required insignia sewn on correctly. If Pathfinders have earned other insignias such as pins and pocket strips, they should be worn in the correctly designated positions. (See Uniform Sheet)

3. **Personal Appearance.** This area of the inspection will include the neatness and personal appearance of each Pathfinder. Face, hands, and fingernails will be clean. Hair will be neatly cut or shaped. Posture will be correct when standing at the position of attention.

4. **Courtesy.** When the inspection is being made, ask some of the Pathfinders question to see how they answer. All questions answered by the Pathfinder should be followed by "Sir" or Ma'am." There will be absolutely no talking during any formation while the Pathfinder are at the position of Attention or At ease. Throughout the entire inspection of the club, not just during the formation, watch for the courtesy of Pathfinders to their leaders and to one another. Are they polite and considerate of one another?

5. **Drill.** Right after the inspection in ranks before they are dismissed, the pathfinder will be given a few of the simple drill movements. In many clubs, the drill area may be limited. However, the following movements should be done correctly and precisely: (consult Pathfinder Club Drill Manual):
 

a. Dress right dress	b. Present Arms	c. Parade rest and Stand at Ease
d. Left and Right Face	e. About Face	d. Mark Time March and Halt
  
6. **Discipline.** Watch to see if the Pathfinders obey orders promptly and cheerfully. Visit their classes and see if they are attentive and whether or not they listen to instructions and other information that is given. During any devotional part of the program, Pathfinder should be especially reverent.
  
7. **Crafts and Honors.** Visit the classes and watch for neatness. Do the Pathfinders put their tools and supplies away? Do they clean up after their class is over? Do the Pathfinders adapt themselves to the craft/honor, or is it above them? Are they interested in the craft/honor, or have they lost interest in it? Is their proficiency in the class up to the standard it should be?
  
8. **Club Meeting Program.** The club program should be well planned and balanced and should occur as scheduled. The meeting should open and close on time, and all other segments should begin and stop at the appointed period. The following should be included in every club meeting:
 

a. Devotional	b. Flag Ceremony	c. Director's Minute
d. Pathfinder Pledge	e. Pathfinder Law	f. Closing Prayer
  
9. **National Flag.** Each club should have the national.
  
10. **Club Flag.** Each club should have a Pathfinder flag.
  
11. **Unit Guidons.** Each unit in the club should have a guidon and will receive credit in the inspection for displaying it. The unit guidons should be displayed correctly. (See Pathfinder Club Drill Manual)
  
12. **Pathfinder Forms.** The director must have available on site the membership application, health form, and emergency contact information for each pathfinder.
  
13. **Club Evaluation.** Provide to the conference leadership (Area Coordinator) a completed copy of the Pathfinder Club Formal Inspection sheet as outlined in this packet.
  
14. **Review Merit Award System.** The Merit Award System includes the Conference Pathfinder star system, Pathfinder of Year Award program and any other motivational program supervised by the conference or club.





NEW JERSEY CONFERENCE OF SDAs  
**PATHFINDER UNIFORM INSPECTION**

Church Name: \_\_\_\_\_ Club Name: \_\_\_\_\_

Directors Name: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

Number of total members: \_\_\_\_\_ Total members present: \_\_\_\_\_

*Note: This inspection MUST be done by a Area Coordinator or a Master Guide appointed by Area or State Coordinator.*

Inspector Signature: \_\_\_\_\_

Uniform	Good	N/A	Improve
Hair/Nails well kept			
Staff/Girls/Boys Pathfinder khaki uniform shirt			
Patches properly placed and sewn			
Club Scarf and Slide			
Staff/boys black neck ties			
Staff/girls black neck ties			
Staff/Girls black skirt			
Staff/Boys black pants			
Sash/Name Tag			
Class pins			
Black Pathfinder belt			
Staff/girls black pantyhose			
Staff/boys black socks			
Staff/Girls/Boys plain black dress shoes			
Uniform is well ironed and well presented			
TLT patches, pin and cord			
Directors cord			

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*Some inspection details may not be applicable if event is virtual.

NEW JERSEY CONFERENCE OF SDAs  
**PATHFINDER UNIFORM  
INSPECTION GUIDELINES**



The entire club, EXCEPT support staff, are to be present for inspection. Those wearing Class A uniform will be inspected for compliance, conformity, and completeness. Each Class A uniform must conform in all respects, to the published standards set out in the Pathfinder Staff Manual, including any updates and relevant amendments and regulations, issued and or stipulated by the North American Division and the New Jersey Conference of Seventh-day Adventists. Those not wearing standard uniform will be assessed on overall uniformity in appearance, neatness, cleanliness and general hygiene.

**Procedure:**

Once the Inspector arrives on location and comes to attention, the Director or the designated staff should approach with brisk pace, stand at attention, and present arms to the Inspector. After the salute is returned, the Director will then say “(name of club, ready for inspection, (sir or Madam) as the case may be. The Director will then submit to an inspection of his/her uniform and command his/her staff unit to attention for inspection of their uniform. On completion, the staff will join their individual units for their inspection. The Director or assigned staff accompany the Inspector for the remainder of the club’s uniform inspection; each counselor will join the Inspection team while their unit is inspected.

At the end of the club’s inspection and before the inspector leaves the location, courtesy salutes are to be exchanged between the Director/assigned staff and the Inspector.

**NOTE: Please ensure exchange of salutes between inspector and director/ assigned staff are observed.**

**1. Basic Requirements**

- a. Official uniform top: **Khaki shirt** and **Khaki Blouse** must be consistent with the design, color and pattern specification as outlined by the North American Division.
- b. Official uniform bottom: **Black Pants** and **Black Skirt** must be complete with official male and female belts respectively, consistent with the design, color, and pattern specification as outlined by the North American Division.
- c. A **plain black necktie**, (without decorations and design) or the special **Pathfinder** or **Master Guide** tie, for male staff, and the regular **Tuxedo Tie**, for female staff, is required for the staff uniforms.
- d. Official **Yellow Pathfinder Neckerchief** worn around the neck and held in place with a **Pathfinder** slide; or the official **Master Guide** scarf complete with an official **Master Guide** slide for those staff wearing the **Master Guide** uniform, with the ‘ends’ of the

neckerchief should be neatly rolled or folded. The scarf must be centered in the front and back.

- e. The **club name crest, position strip** (for staff only) and the **Pathfinder emblem**, are to be worn on the top right sleeve and spaced as stipulated in the Pathfinder Staff Manual.
- f. The **Conference patch, Pathfinder world emblem**, and the **Pathfinder class insignia (chevron)**, to be worn on the top left sleeve.
- g. The **Class Name strip** should be centered immediately in the top of the flap of the left breast pocket.
- h. The **Pathfinder class pin(s)**, should be worn on the flap of the left breast pocket; positioned to the right in the top half, and in descending order from right to left. The **Baptismal pin**, if any, is worn to the left breast pocket flap, to the left across from the class pins.

**NOTE: The Class Name Strip for the highest class achieved MUST have the complementary Class pin on the flap of the left breast pocket and the Class insignia (Chevron) on the left sleeve. Alternately, additional insignias (prior class name strips, class pins and class chevrons, as well as advanced class bars), may be worn on the sash.**

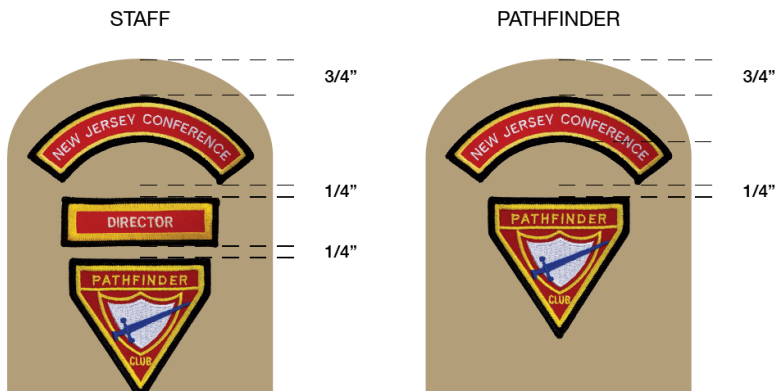
- i. The **Advanced Class Ribbon(s)** worn above the Class name strip and centered.
- j. The **Good Conduct Ribbon** worn above the **Advance Class Ribbon(s)** and centered.
- k. The **Name Plate**, should be positioned immediately on the right breast pocket. In the event there is not a right breast pocket (as in many blouses), the Name Plate is to be placed in a position on the sash, similar to the pocket. Only official name plates, approved by the NJCYOUTH should be worn.
- l. The **Black Honor Sash** is to be worn diagonally across the chest from the right shoulder (and may be neatly fastened to the epaulet). The lower point of the sash should not extend below the finger tips on the left hand. All items on the sash, must be neatly positioned, securely fastened and pleasant in appearance. The **Camporee patch** from the last camporee attended may be worn on the front.
- m. The official **black Beret** with Pathfinder emblem is the only head wear allowed.
- n. **Black shoes** (polishable, laced type) and **black socks** are standard. Sneakers are unacceptable. Stockings, tights or panty-hose are to be plain styled in black or off-black color. **Shoe heels** should not exceed two inches in height.
- o. **Finger nails** should be clean, neatly cut at a point not exceeding the fingertip, and natural.
- p. **Hair** should be well groomed, modestly styled and free from excessive ornamentation or markings.
- q. The **Director Golden non-metallic Cord** must be worn under the left sleeve epaulette.

## 2. Optional Requirements

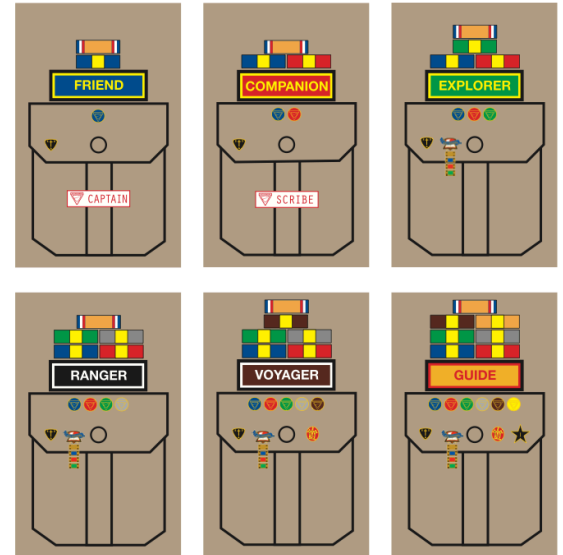
- a. All **jewelry** is prohibited, except for the wedding band in case of married staff.

- b. If a beret with pathfinder emblem, turtleneck sweater, honor sash, plain black or tuxedo tie for pathfinder, if worn, **must** be uniform throughout the club. Uniformity in this area, at least within the unit, must be maintained, nonetheless.

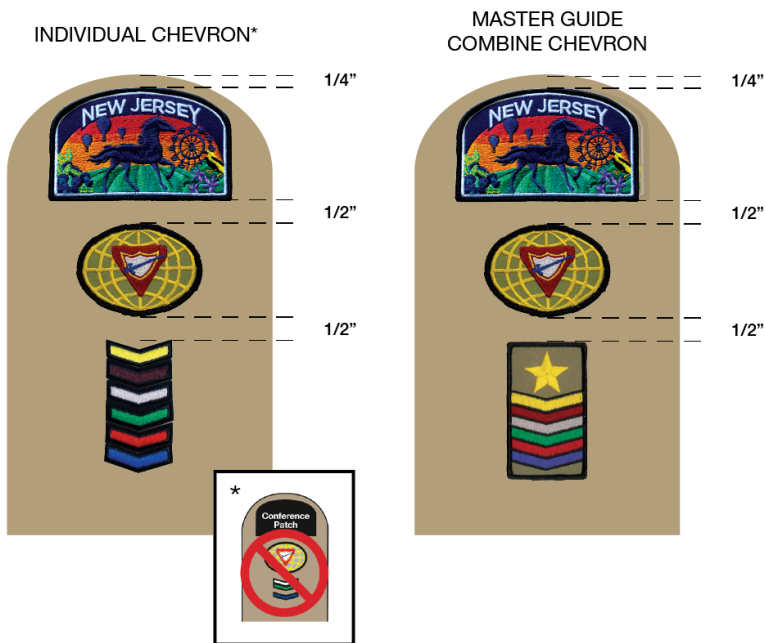
## RIGHT SLEEVE



## LEFT POCKET



## LEFT SLEEVE



## PROPER BERET SETTING



# NEW JERSEY CONFERENCE OF SDAs PATHFINDER CLUB INDUCTION



Church Name: \_\_\_\_\_ Club Name: \_\_\_\_\_

Directors Name: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

Number of total members: \_\_\_\_\_ Total members present: \_\_\_\_\_

*Note: This inspection MUST be done by an Area Coordinator or a Master Guide appointed by Area or State Coordinator.*

Inspector Signature: \_\_\_\_\_

Uniform	Good	N/A	Improve
Hair/Nails well kept			
Staff/Girls/Boys Pathfinder khaki uniform shirt			
Patches properly placed and sewn			
Club Scarf and Slide			
Staff/boys black neck ties			
Staff/girls black neck ties			
Staff/Girls black skirt			
Staff/Boys black pants			
Sash/Name Tag			
Class pins			
Black Pathfinder belt			
Staff/girls black pantyhose			
Staff/boys black socks			
Staff/Girls/Boys plain black dress shoes			
Uniform is well ironed and well presented			
TLT patches, pin and cord			
Directors cord			

**ENTIRE CLUB MUST HAVE COMPLETE UNIFORM.**  
Any new members should be well presented & have proper pants/skirts & blouses, socks & shoes, everything else is excusable.

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Entrance	Good	N/A	Improve
Starts ON TIME			
Color guards			
Commands are being called out properly by an MC			

Club should be organized & should start at time given to Inspector.

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Ceremony	Good	N/A	Improve
Pledge of Allegiance			
Christian Pledge			
Bible Pledge			
Pathfinder Pledge			
Pathfinder Law			
Opening Prayer			
Pathfinder Song			
Devotional is Pathfinder oriented			

**CLUB TIP:** Run through your program at least once before the actual ceremony. Reach out to a coordinator if you need assistance

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Induction	Good	N/A	Improve
Explanation of Classes by Teachers/Instructors			
Law Explanation by Pathfinders			
Pledge Explanation by Pathfinders			
Lighting of the Candles			
Scarf Placement			
Prayer			

Scarf placement MUST be done by Master Guides ONLY.

Notes: \_\_\_\_\_  
\_\_\_\_\_

Presentation 10pts	Good	N/A	Improve
Director & club are prepared			
Club & Flag Banners Present			
Director is organized			
Club is in COMPLETE uniform			
Club is disciplined & orderly			

Organization is key to a great program!

Notes: \_\_\_\_\_  
\_\_\_\_\_

\*Some inspection details may not be applicable if event is virtual.

# NEW JERSEY CONFERENCE OF SDAs PATHFINDER SABBATH



Church Name: \_\_\_\_\_ Club Name: \_\_\_\_\_

Directors Name: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

Number of total members: \_\_\_\_\_ Total members present: \_\_\_\_\_

*Note: This inspection MUST be done by an Area Coordinator or a Master Guide appointed by Area or State Coordinator.*

Inspector Signature: \_\_\_\_\_

Uniform	Good	OK	Improve
Hair/Nails well kept			
Staff/Girls/Boys Pathfinder khaki uniform shirt			
Patches properly placed and sewn			
Club Scarf and Slide			
Staff/boys black neck ties			
Staff/girls black neck ties			
Staff/Girls black skirt			
Staff/Boys black pants			
Sash/Name Tag			
Class pins			
Black Pathfinder belt			
Staff/girls black pantyhose			
Staff/boys black socks			
Staff/Girls/Boys plain black dress shoes			
Uniform is well ironed and well presented			
TLT patches, pin and cord			
Directors cord			

ENTIRE CLUB MUST HAVE COMPLETE UNIFORM.  
Any new members should be well presented & have proper pants/skirts & blouses, socks & shoes, everything else is excusable.

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Ceremony	Good	OK	Improve
Theme is present (No specific theme)			
Pathfinders are participating throughout the program			
Pathfinder or Pathfinders preaching			

It is very important that our children participate on their special day

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Presentation	Good	OK	Improve
Club Banners/Flags			
Pathfinder Pledge			
Pledge of Allegiance			
Christian Pledge			
Bible Pledge			
Pathfinder Law			
Pathfinder Song			
Opening/Closing Prayer			

Everything should be placed in the correct order.

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*Some inspection details may not be applicable if event is virtual.

# NEW JERSEY CONFERENCE OF SDAs

## PATHFINDER INVESTITURE



Church Name: \_\_\_\_\_ Club Name: \_\_\_\_\_

Directors Name: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

Number of total members: \_\_\_\_\_ Total members present: \_\_\_\_\_

**NOTE: Investiture achievement must be reviewed by Coordinator or Master Guide appointed by Area or state coordinator prior to the investiture.**

Inspector Signature: \_\_\_\_\_

Entrance	Good	N/A	Improve
Starts ON TIME			
Color guards			
Commands are being called properly			
Club should be organized & should start at time given to Inspector.			
Notes: _____			
_____			
_____			

Ceremony	Good	N/A	Improve
Pathfinder Song			
Pledge of Allegiance			
Christian Flag Pledge			
Bible Pledge			
Pathfinder Pledge			
Pathfinder Law			
Class Presentation/Memory Work			
Investiture- pin placement			
Devotional is oriented towards the Pathfinders			

All flags should be present & properly placed.  
Pin placement should be performed by Master Guides ONLY

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Uniform	Good	N/A	IMPROVE
Hair/Nails well kept			
Staff/Girls/Boys Pathfinder khaki uniform shirt			
Patches properly placed and sewn			
Club Scarf and Slide			
Staff/boys black neck ties			
Staff/girls black neck ties			
Staff/Girls black skirt			
Staff/Boys black pants			
Sash/Name Tag			
Class pins			
Black Pathfinder belt			
Staff/girls black pantyhose			
Staff/boys black socks			
Staff/Girls/Boys plain black dress shoes			
Uniform is well ironed and well presented			
TLT patches, pin and cord			
Directors cord			

Entire Club MUST have complete uniform.

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Presentation	Good	N/A	Improve
Club Flag/Banners Present			
Organization			
Director/Staff are prepared			
Entire Club is in FULL Uniform			
Discipline & Ordinance from Staff and Pathfinders			

CLUB TIP: Run through your program at least once before the actual ceremony. Reach out to a coordinator if you need assistance

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*Some inspection details may not be applicable if event is virtual.

NEW JERSEY CONFERENCE OF SDAs  
**PATHFINDER OF THE YEAR 2022**



I certify that the Pathfinder \_\_\_\_\_ has completed the following requirements for *Pathfinder of the Year* Award.

Pathfinder must have acquired 90% of the total points for the club. This should include.

- \*Attendance
- \*Dues
- \*Uniform neat, clean, and well-groomed
- \*Working on AY classwork and honors.
- \*Attendance on local club functions
- \*Attendance at both Youth Convention and One Day Camporee
- \* Invested in one class during current year.
- \*Earn at least two extra honors within current Pathfinder year.
- \*Be a club member for one full year.
- \*Be an outstanding example regarding courtesy, kindness, obedience, and an example to others at home, school, church and Pathfinder meetings.

Write a short essay as to why you feel that this Pathfinder should be selected as conference Pathfinder of the Year. Give specific examples.

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Church \_\_\_\_\_ Club Name \_\_\_\_\_

Director's Signature \_\_\_\_\_ Date \_\_\_\_\_

**NOTE: All applications must be received by December 1, 2022 to be considered for the NJC Pathfinder of the Year Award.**

Please email to: [youth@njcsda.org](mailto:youth@njcsda.org)



NEW JERSEY CONFERENCE OF SDAs  
**PATHFINDER OF THE YEAR GUIDELINES**



The NJC Pathfinder of the Year program should be the central focus on the planning for the entire Pathfinder year activities. On registration night, it should be explained to parents and Pathfinders.

The NJC Pathfinder of the Year award is given to the young person who, on his or her initiative without prodding, desires to receive the award. The requirements are not intended to be easy and are designed to present a challenge to the Pathfinder who is exceptional in all aspects of life and desires in every way to be an “outstanding” individual.

All Pathfinders should be encouraged to complete these requirements. They are all within reach. This award should be highly coveted and those receiving it must be deserving of it. It is the intent of this program to encourage excellence among our young people.

In reviewing the requirements for the NJC Pathfinder of the Year, you will note that a minimum of four honors must be taught to all Pathfinders during the year and one additional honor must be earned on his/her efforts. Also, note that a regular Pathfinder level and advanced Pathfinder level must be earned. Spiritual and “Share Your Faith” activities must be performed.

The Pathfinder director must realize that this is an award for an **exceptional Pathfinder**. The program must be explained, and each Pathfinder encouraged to participate. However, this is not an award for the person who must be constantly reminded and prodded to meet the requirements.

If a Pathfinder has met all the requirements of this award, but does not have a positive attitude toward Pathfinding, he/she should not be considered for this award. Throughout the entire Pathfinder year, the director and staff should be looking closely at all Pathfinders to determine what kind of attitude the Pathfinder under consideration might have.

The Pathfinder to receive this award must be approved by a majority vote of the local Pathfinder club staff based on personal observation and the Pathfinder’s evaluation sheets. This puts the decision on the total staff so that no one person must bear the responsibility.

**Pathfinder of the Year Form needs to be emailed to the  
NJ Conference Youth Ministries Office and received by December 1, 2022.**



# PATHFINDER CLUB REPORT GUIDELINES 2022

These guidelines were created to clarify to Directors what is expected of them in each point of the Reports. It will also help the Conference Office when the year is coming to a closing and the club's level is awarded. Reports have due dates that **MUST** be respected. If you submit your Reports one or two days after the due dates, they won't be accepted and added to our chart. Reports are an easy way to evaluate your work with the club. Don't get overwhelmed by the star system but plan ahead and decide what you will do with your club throughout the year. You don't have to do every single detail of the report only for the star system, if you do, soon you and your club will be overwhelmed. The goal is to plan in a way that your club will function well and will provide the best time for your Pathfinders, after all, our main goal is to bring smiles to their faces and especially bring them closer to Jesus.

**NO PROOF OR PICTURES ARE NEEDED WITH REPORTS; HOWEVER, THE PASTOR'S OR ELDER'S SIGNATURE AND COMPLETE HONESTY ARE REQUIRED. CLUBS THAT ARE FOUND DISHONEST ON THEIR REPORTS WILL BE PENALIZED AND REPORTS WON'T BE ACCEPTED.**

## Due Dates:

Reports and respective forms **MUST** be received by Submitted Digitally no later than:

- July 31
- November 30

Reports and forms received after those dates won't be accepted. **NO EXCEPTIONS.**

## INFO ABOUT ACTIVITIES:

### 1. AWAKEN - Youth Leadership Convention Staff Attendance:

Club will receive stars according to the percentage of staff that attended the Youth Convention in December.

### 2. Calendar:

A club calendar must be submitted to the NJCYOUTH office. Please include regular meeting dates and times, planned activities and events, staff meetings, induction/investiture dates, Pathfinder Sabbath, etc.

### 3. Club Registration:

For the club to be considered fully registered the NJCYOUTH office must receive the Certificate of Membership Form and Pathfinder Club Yearly Application. Please see the dates to ensure stars. If the club does not register, the club cannot participate in pathfinder camporee or any other conference events.

### 4. Induction:

Stars will be granted to the clubs that send the Induction Form signed by a Master Guide along with the Report. ***If form is not attached with the Report, stars won't be granted.***

## 5. Investiture:

Stars will be granted to the clubs that send the Investiture Form signed by a Master Guide who was present at the ceremony along with the report. *If form is not attached with the Report, stars won't be granted.*

## 6. Area Training:

Stars will be granted to clubs that participate in the trainings promoted by the Areas. *Place and date must be stated.*

## 7. Conference Training:

Stars will be granted to clubs that participate in the trainings promoted by the Conference at the Conference Auditorium. Please, see dates on the Youth Calendar. *Place and date must be stated.*

## 8. Pathfinder Sabbath:

Stars will be granted to the clubs that have a Pathfinder Sabbath in their church. Pathfinder Sabbath Form must be signed by a Master Guide who was present at the service and must be submitted to Area Coordinator with a copy to the Youth Ministries office along with the Report. *If form is not attached with the Report, stars won't be granted.*

## 9. Inspection:

Stars will be granted to the clubs that send the Inspection Form signed by a Master Guide who was present at the ceremony along with the Report. *If form is not attached with the Report, stars won't be granted.*

## 10. Local Church Involvement:

Clubs will receive stars for involving their clubs in the local church. The Pathfinders can participate in the Sabbath worship service, pick up the offering, be church greeters, participate in witnessing church projects, etc. Please keep in mind that involving the pathfinders in different activities at the church, will help them to develop the talents that God has given them. Keep the Pathfinders involved and keep motivating them to grow as leaders since they are the present and the future of the church.

## 11. Service Project:

The service projects are going to be the same as the Adventurers. These different categories will help to choose better ways to impact your community. Let the pathfinders choose a project from a category and help them to find creative ways to complete each project. It does not need to be the exact same thing that each project says, however please send any different ideas to the state coordinator for review.

## 12. Outdoor Activities:

There are countless activities that can be done with the Pathfinders. We want to promote outdoor activities in which the Pathfinders will be able to know God through Nature.

## 13. Bible Bowl/Camporee:

Stars will be granted to the clubs that participate of the Pathfinder Bible Bowl and or the Camporee.

## 14. Honors:

Stars will be given to the clubs that have completed honors. *If form is not attached with the Report, stars won't be granted.*

## 15. Staff Meeting/Yearly Planning:

Stars will be granted depending on how many staff meetings were held during the year.

## **16. Support of Other Clubs:**

We encourage clubs to have activities, honors and/or events with other clubs. Invite each other to your inductions, investitures, Pathfinder Sabbath, outreach, field days, etc.

## **17. TC Work Bees:**

Stars will be granted to clubs who participate in the work bees. Clubs must send at least two adult club members and participants must stay the **full** workday to receive stars. Work bee dates will be provided in the Events Tab of the NJCYouth.org website.

**2022**  
**CUC CAMPOREE**  
**MANUAL**

NEW JERSEY CONFERENCE OF SDAS

# PATHFINDER CAMPSITE INSPECTION



During this inspection only the club director or the designated staff member are needed to accompany the Inspection team on the tour. The team, on arrival should be met promptly at the site entrance, by the designated staff. The assigned staff, should stand at attention, salute the Inspector, await the return salute, and announce: "(name of club) ready for inspection (sir or Madam) as the case may be. The inspection team is now officially invited to tour the site for the site inspection.

The inspection tour should proceed without interruption or hindrance. On-site activities, such, as the preparation or serving of meals or caring of the sick and or injured should continue undisturbed. If necessary, the inspection tour may be halted to allow for attention of the sick or injured. Activities involving last minute adjustments to the site, removal of the debris from the site, scurrying here and there to effect final corrections should not happen.

## 1. Camping Area

- a. Site to be free from all loose debris, trash and litter.
- b. Area layout should be arranged for good site management. It should provide for changes in weather and provision for assembly/common area.
- c. No unauthorized vehicle on their campsite. All vehicles are to remain in their designated location for the duration of the camp.
- d. Clubs are expected to establish and set up clear borders by roping campsite area.

## 2. Sleeping Area

- a. Tents should be pitched to provide for adequate ventilation and supervision by staff.
- b. Tent interiors are to be clean and items should demonstrate cleanliness, neatness, and good organization which includes the following:
  - a. **Bibles** are to be closed, right side up and positioned in the center of the pillow or pillow area.
  - b. **Sleeping bags** are to be rolled out flat and zippered.
  - c. **Shoes**—a maximum of two pairs, placed near the entrance of the tent and in wearing order with toes facing towards the wall.
  - d. **Folding chairs**—to be folded and placed together inside front area of tent.
  - e. **Articles**—such as duffel and overnight bags should be arranged inside the tent in relation to shape, size, length etc. along the sides of the tent or at the head of the sleeping bag.
- c. No containers of **propane or liquid fuel**, or equipment should be kept in the sleeping tents.
- d. Avoid hanging items from tent unless it is designed for that purpose.
- e. All clothing should be packed away.

### 3. Garbage Area:

- a. To be clearly defined at the location and is preferably to be at the rear or side of the kitchen tent.
- b. Garbage should be in proper containers and conform to all prevailing recycling requirements.
- c. Garbage, when and/or where required, should be stored in recyclable units and taken to the main campsite collection area on a daily basis.

### 4. Service Tents:

- a. **Kitchen, First Aid and Supplies/Storage Tents**, if any, should be positioned for easy access while fitting in with the general layout and design of the site.
- b. **Kitchen Tent** should be pitched at the rear of the campsite.
  - a. Storage area to be neat and practical (no food outside of the trailer);
  - b. A fully charged ABC fire extinguisher with valid inspection sticker clearly visible and located by the kitchen tent entrance.
  - c. Additional fire protection (container with sand, pail with water etc.) should be clearly marked and located with unobstructed view.

**NOTE: THE KITCHEN AREA WILL BE FUNCTIONING DURING THE INSPECTION AND IT WILL BE EXPECTED TO REPRESENT A WELL ORDERED, NEAT AND CLEAN LOCATION FOR THE PREPARATION OF FOOD.**

- c. **First Aid Tent** should be identified with a noticeable Red Cross placed on the tent or location, and must be made known to club members and staff alike and:
  - a. should be equipped with an appropriate **First Aid kit**, adequately stocked with the minimum requirements
  - b. must have updated official medical release forms for all campers (including staff).
  - c. must provide for individual Prescription drugs of their
  - d. members and staff, if any, which should be properly labeled, securely stored and locked;
- d. **Storage Trailer**, should have items neatly arranged, stored, protected and practical; should demonstrate security measures from night animals etc. **It should not be used to hold items to avoid the campsite inspection process.**

### 5. FLAGS:

- a. **U.S. National Flag** to be secured at the right of the entrance/exit way viewed from within the club's campsite.
- b. **Club Banner**, if any, is to be placed to the right of the U.S. flag. Alternatively, the banner may be placed over the entrance/exit way, providing it is properly secured.
- c. All other flags to be positioned at the left of the entrance/exit way in the following order: **NJ State Flag, Christian Flag, and Pathfinder Flag.**
- d. **Guidons**, if any, are to be displayed to the right to the unit's group of tents or to the right of Captain's tent, if applicable.
- e. All **flags** and **guidons** are to be in good repair, clean and properly secured at their respective locations.



And the King will say,  
"I tell you the truth, when you did it to one  
of the least of these my brothers and sisters,  
you were doing it to me!"

MATTHEW 25:40