

DISTRICT DIRECTOR

GENERAL PHILOSOPHY

The Pathfinder district director is the leader of a district team of pathfinder club leaders, and is directly responsible to the conference youth director, acting as a deputy within the district. This may include advice to church boards, pastors, church nominating committees and club directors.

District directors are appointed to help the local clubs. Local clubs may invite a district director to attend local club meetings, campouts, Investitures and executive committee meetings. Many district directors have particular areas of expertise, such as club organisation or drill, and can assist clubs in these areas.

District directors represent the clubs in the district on the conference Pathfinder Advisory Committee, assist the youth director in the running of leadership seminars and the coordination of Pathfinder leadership development. Thus the role of district directors is not just to take a portion of a club meeting, but rather to facilitate the advancement of skills development of Pathfinders and staff, within the local club. In this capacity, district directors can evaluate the performance of a club so that positive actions may result in the club fulfilling its aims and objectives.

When the right spirit has been cultivated, district directors will be just as at home and welcome in the local club as any other staff member. The experience, expertise and manner of district directors should commend to Pathfinders a model of what true Pathfinding is about.

QUALIFICATIONS\ELIGIBILITY

Pathfinder district directors must be baptised members of the Seventh-day Adventist church and indicate by their lifestyle acceptance of the church doctrines, principles, practices and standards. They should be a mature person, spiritually minded who have a burden for young people under their care. They should demonstrate leadership qualities and be able to communicate these skills to others.

Before being appointed they should have had experience in the running of a Pathfinder club (preferably as a director), have adequate technical experience and show ability to encourage, enthuse and inspire adult leaders. They should be acceptable both in their own church and the churches within the district. They should hold a current Pathfinder Leadership Award.

METHOD OF APPOINTMENT

Pathfinder district directors are appointed for a three year term. The method of appointment and selection is as follows:

New District Directors

After discussion with the Pathfinder Advisory Committee and in consultation with church pastors and the conference president, the conference youth ministries director should recommend the name to the conference executive committee for appointment as a Pathfinder district director.

Reappointment of District Directors

It is recommended that at the end of the three year term, district directors return to a local club for inservice leadership as a staff member. After this year they would be eligible for reappointment as a district director when a vacancy arises in the district/conference.

NB District directors should not all be appointed at the same time, but rather on a rotating basis to ensure continuity of Pathfinder leadership within the conference.

Once appointed district directors are in office for three years, at which time they automatically stand down. They may only be removed from office during this time in the following ways:

1. Personal resignation, OR
2. Inability or failure to carry out adequately the responsibilities of a district director, or failure to uphold the principles, practices and doctrines of the Seventh-day Adventist church. Removal from office and cancellation of the appointment may be instigated by recommendation of the Pathfinder advisory committee, or the conference youth director in consultation with the same or a letter from a church board, church pastor or conference officer within the district. In each case it must be ratified by the conference executive committee.

Assistant District Directors

In large districts, and for training purposes, assistant district directors may be appointed to assist an experienced district director. This appointment may be on a one year basis, making them eligible to be appointed full district directors when a suitable vacancy occurs.

GENERAL DUTIES

An important part of the work of district directors is planning and working together with the Pathfinder directors for the benefit of Pathfinding as a whole within the district. The main function is to assist Pathfinder leaders to attain and maintain proper standards of Pathfinding and Pathfinder ministry.

District directors should be interested in the organisation and development of Pathfinder clubs within the district. This is a challenging and demanding appointment in which it is expected that district directors will consistently work for pathfinding and not just occasionally run special district activities.

District directors do not have the authority to direct Pathfinder directors in the course they must take, but should help and advise showing understanding and tact. In the event of disagreement the problem is presented to the Conference youth director who may then take the matter up with the Pathfinder director if it is deemed necessary.

District directors are sometimes called upon as part of the training team within the conference, and this must be worked into their calendar. Other duties and responsibilities are allotted to district directors by the conference youth director, and these should be discussed with him/her so that is quite clear what is required.

RESPONSIBILITIES

1. Be a member of the conference Pathfinder Advisory Committee, resource and training team, to help to formulate and plan Pathfinder activities within the conference, such as Pathfinder fairs, expeditions, Pathfinder rally days, camporees, leadership training seminars etc. Take responsibility for activities at these events as appointed by the Pathfinder Advisory Committee or the conference youth director.
2. Provide leadership to Pathfinders and Pathfinder clubs by setting an example of efficiency, creating and encouraging a spirit of cheerful cooperation amongst the directors of their district and exemplifying and promoting loyalty to the Pathfinder organisation and the Seventh-day Adventist youth movement as a whole.
3. Visit the clubs within their district as a representative of, or in company with, the conference youth director to ensure that meetings are adequately programmed and satisfactorily conducted. Some guidelines for visits are:
 - a) Plan two visits to indoor meetings and one to a campout as a yearly aim for each club.
 - b) Visits should be informal unless arrangements for a formal inspection have been made. Encourage with praise, suggestions and kindly advice.
 - c) Advise the director of any intended visit. It should not be necessary to wait for a formal invitation.
 - d) Always wear correct uniform.
 - e) Arrive punctually.
 - f) Be prepared to take part in the program if invited, but take care not to intrude or interfere. The district director's attitude should set all at ease. Introductions should be given when opportunity occurs during the program, and should not interrupt activities. If there is to be a formal inspection, do not take too much time from the program.
 - g) Talk with the leaders after the meeting and discuss any problems they may have. Remember to include encouragement and praise.
 - h) If applicable, write out a report and share it with the director. A written report could include the following:
 - i) Number of Pathfinders and counsellors in the club and members in attendance.
 - ii) Quality of leadership, use of assistants and team spirit.
 - iii) Punctuality of opening and closing of meetings.
 - iv) Suitability of program planning.

- v) Spirit and discipline.
 - vi) Correctness of uniform - leaders, counsellors and Pathfinders.
 - vii) Ceremonies, drill and protocol.
 - viii) Club Records.
 - ix) Spiritual Impact.
- i) If applicable, write a similar report after attending a club campout. Include areas such as:
 - i) Adequate planning and communication preceding the campout
 - ii) Quality of leadership
 - iii) Suitability of program and adequacy of planning
 - iv) Spirit and discipline
 - v) Camping standards
 - j) Give a copy of the report/s to the conference youth director.
4. Keep a diary of the dates for visiting each club in the district to deputise for the conference youth director in preparing Pathfinders for Investiture. Guidelines for an Investiture check are:
- a) Check club teachers records and individual Pathfinder records to be satisfied that the requirements have been met.
 - b) If possible, spend time discussing with the Pathfinders some of the requirements they have completed. Remember many clubs teach requirements creatively, and the Pathfinders may not know the exact requirements they have fulfilled. Remember this is not a test, but a time to check with the teachers that they have covered the work adequately throughout the year.
 - c) Sign the class requirement cards and stamp passports.
 - d) Ensure proper arrangements have been made for provision of badges by the conference and that adequate time has been allowed for them to be received.
 - e) Ensure that adequate plans have been made for either the conference youth director or someone (maybe themselves) to take the Investiture service, after consultation with the local church pastor.
5. Attend a Pathfinder club executive meeting to assist in matters such as organisation, planning and coordination of activities, especially for a new club, or club with all new leaders or with leadership problems, and in consultation with the club director.
6. Communicate with the conference youth director on all matters concerning clubs within their area and keep him/her informed on all activities conducted within their district.
7. Encourage leadership training within the clubs in their district.
8. Be available to represent or assist the conference youth director in the performance of his/her duties within the district, such as attendance at club and district functions, investiture of Pathfinders, presentation of awards, Pathfinder church parades, etc.
9. Receive and file a duplicate copy of the club monthly report form. Note its contents and take appropriate action where necessary with the local club.

10. Deputise for the conference youth director and act as an adviser and liaison between the church and the conference in Pathfinder related activities. This may include advice to church boards, pastors, church nominating committees and Pathfinder club directors.
11. Keep a record of expenses incurred relating to Pathfinder responsibilities and forward these to the conference youth director for reimbursement by the conference.

UNIFORM

The uniform of a district director is the regular Pathfinder uniform with a district director's stripe on the epaulettes, a conference name strip and a district director name strip on the right sleeve. On ceremonial or full dress uniform occasions, an Eisenhower Jacket is worn by men, and a blazer by women, and the honour sash and scarf are omitted. The Lanyard is worn on the jacket or blazer.

ELECTION OF OFFICERS & STAFF

A. PATHFINDER OFFICERS

Administrative Director, Director, Deputy Directors. The nominating committee of the local church elects the administrative director and director of the Pathfinder club. It is then suggested that they or he/she be invited to sit with the nominating committee for the selection of the deputy directors. The number of deputy directors chosen will depend on the number of Pathfinders in the club. Each club will need a male as deputy director for boys, and a female as deputy director for girls. It is suggested that there be three deputies for thirty Pathfinders, four deputies for forty Pathfinders etc.

Secretary and Treasurer. The director and deputy directors then choose the secretary and the treasurer. One person may care for both these positions if appropriate. These positions may be held by deputy directors, or other staff members may be asked to hold these positions.

Chaplain. Each club will need to choose a chaplain, a person who will take responsibility for leading out in worships and special services, and who will take a personal interest in every Pathfinder and staff member within the club. The chaplain may be one of the deputy directors, or the church pastor, assistant pastor, youth pastor etc.

B. PATHFINDER STAFF

The Pathfinder officers elect the Pathfinder staff members as follows:

Counsellors (Senior and Junior). The Pathfinder staff members who care for a unit of six to eight Pathfinders. They may lead out in teaching the Pathfinder classwork curriculum to the Pathfinders.

Instructors. Specialists who teach Honours, crafts and other selected areas of study.

C. UNIT LEADERS

Captains. The leaders of the units (usually chosen by vote of the unit members and approved by the Pathfinder Executive Committee).

Scribes. The "statisticians" of the units who care for the unit records. (Usually chosen by vote of the unit members and approved by the Pathfinder Executive Committee.)

RESPONSIBILITIES OF OFFICERS & STAFF

ADMINISTRATIVE DIRECTOR

(Only where desired for churches with both junior and teen clubs)

1. The administrative director is the liaison between the teen and junior club directors.
2. The administrative director will be a member of the church board.
3. When the teen and junior Pathfinder clubs meet together the administrative director may direct the joint activities. At this time the directors will act as deputies.
4. The administrative director's counsel and guidance should be sought by the teen and junior club directors. They and their clubs will benefit from this willing and ready assistance.
5. The administrative director is the executive officer and advisor for the teen and junior Pathfinder clubs and should be recognised and given due respect by the directors of each club.
6. The administrative director should not feel that, because of the position held there is a right to take the program out of the hands of the teen and junior directors. He will stand ready to help with any need or event and in case of emergencies.
7. It will be the administrative director's responsibility to help recruit new and additional staff members for the teen and junior clubs in counsel with the directors.
8. The administrative director should attend as many of the club meetings as possible. His interest and presence will strengthen the club.
9. Conference policies and recommendations may be channelled through the administrative director to the teen and junior directors, who in turn will pass information on to their staff. It is important that the administrative director pass on readily all information received.
10. The administrative director is to conduct a regular Pathfinder coordinating committee meeting with all directors (directors and deputy directors of the junior and teen clubs) to:
 - a. Give study to each club's program of activities. Consider improvements and adjust accordingly. Coordinate programs so as not to overlap major programs of either club.
 - b. Build a happy relationship between the two clubs for the coming activities.
 - c. Plan a training program for the staff of each club. The administrative director will work and plan in cooperation with each director for the self-improvement of their staff by carrying on a regular training program for all staff members. (A staff training program is available from the conference.) Encourage staff to attend all conference training seminars.
11. The administrative director coordinates all events that include both clubs, such as Investiture, Pathfinder Day, Camporees, Fairs etc.

CLUB DIRECTOR

The Pathfinder club director should be a mature person who is a member in good and regular standing of the Seventh-day Adventist Church. The director should preferably have a current Pathfinder Leadership Award. If not, it should be obtained as soon as possible.

The success and morale of any club will depend largely upon the leadership of the club director, who should be an example of spirituality, neatness, promptness, good sportsmanship and self-control. The director should set an example by wearing a neat and complete uniform regularly.

The club director must be vitally interested in young people and sympathetically understand the problems of the juniors and teens. The director's life ideally demonstrates what God can do in the lives of Pathfinders.

The club director should be resourceful and enthusiastic, carry responsibility, possess an eagerness to recognise new ideas, and show initiative in their implementation. The director must be able to work well with staff, and assist counsellors and teachers with any problems that may arise with their units and classes.

The director:

1. Is a member of the church board, as the club representative.
2. Should maintain liaison with the church pastor, youth pastor and sponsor elder and invite them to participate in programs and events.
3. Keeps in touch with the district director and conference office and renders reports as required.
4. Is chairman of the Pathfinder Executive Committee.
5. Presides at the club staff meeting unless a deputy has been appointed to take charge.
6. Organises the activities of the club and arranges for each club meeting.
7. Leads out in planning the total program for the year and produces a calendar of events that is issued to all staff, Pathfinders and parents.
8. Is responsible through the executive committee for providing an overall program for the club through the following activities:
 - a. meeting times and places.
 - b. campouts.
 - c. field trips and outreach projects.
 - d. Investiture.
 - e. finance/budget/membership fees.
 - f. discipline.
 - g. news-sheets and bulletins.
9. Is responsible through the staff meetings for the planning of regular club meetings including the following activities, and ensures that various committees and people are responsible for caring for their implementation:
 - a. drill and opening and closing ceremonies.
 - b. worships.
 - c. games/Fair practice.
 - d. classwork/Hnours/creative skills.
 - e. arrangement of units/counsellors and teachers and their duties.

10. Presents reports to church business meeting.
11. Encourages all staff to attend conference training seminars.
12. Sets the tone for the whole club. In all, the director makes the difference between an active, happy club and a boring, struggling, undisciplined club.

DEPUTY DIRECTORS

Deputy directors shall accept the assignments of the director and share in the leadership responsibilities of the club. Where possible there should be at least two or more deputy directors according to the local club needs. (It is suggested that there be three deputies for thirty Pathfinders, four deputies for forty Pathfinders etc.)

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

The deputy directors should possess the same high qualities of leadership as outlined for the director, preferably having a current Pathfinder Leadership Award. The highest respect and regard should be shown to the director and all should work in close harmony with one another.

Following are areas that can be cared for by the deputies:

1. Coordinating Achievement classes .
2. Secretary.
3. Treasurer.
4. Games.
5. Camping activities.
6. Honours and creative skills.
7. Music.
8. Pathfinder equipment.
9. Nature.
10. Chaplain/worships.
11. Transportation.
12. Special events/field trips etc.
13. Outreach activities.
14. Public relations.

CLUB SECRETARY

The Pathfinder club secretary is generally a deputy director, but may also be selected from the staff members. The secretary will be responsible for keeping all club records other than those kept by the treasurer. In small clubs the work of the secretary and treasurer may be cared for by one individual.

A well-organised and efficient secretary can be invaluable to a Pathfinder club program.

The duties of the secretary are:

1. Check the unit's records taken by the scribes and transfer them to the Pathfinder's individual record sheets.
2. Maintain a club scoring system.
3. Post the list of accumulated points by units on the bulletin board at least once a month.
4. Fill out the conference report and mail it to the office by the 10th of each month.
5. Keep the director informed of the achievement of the club in the conference scoring plan.
6. Notify the director if a Pathfinder is habitually absent (especially without excuse), or negligent in wearing uniform.
7. Be responsible for producing an attractive bulletin board display, which should be changed often.
8. Order supplies and all club record forms from the conference office as needed.
9. Be responsible for caring for all correspondence and type letters for the director as necessary.
10. Be responsible for the club library and keep a check on all books or magazines taken by staff members and Pathfinders.
11. Prepare reports for church business meeting.

CLUB TREASURER

The Pathfinder club treasurer is generally a deputy director, but may be chosen from the staff members. It is important that the treasurer work closely with the club director and the church treasurer, keeping both well informed as to the club expenses and funds on hand. In smaller clubs the duties of the treasurer and secretary may be cared for by the same individual although a more efficient program can be carried on if they are separate. The treasurer needs to be an individual who will handle the club funds with accuracy and great care. It is most ideal if a treasurer can be selected who has had some experience in accounting.

A conscientious and dependable treasurer can help the Pathfinder club use its funds wisely and keeps the church board officers well informed as to income and expense, and also the needs of the Pathfinder club. This in turn will guarantee a more favourable response on the part of the church in time of need.

The duties of the treasurer are:

1. Count and record all funds such as membership fees, offerings, craft charges, donations, fund raising etc.
2. Transfer funds to the church treasurer to be kept in reserve.
3. Keep an accurate income and expense journal sheet, posting all income and expense funds, describing each briefly and recording the dates.
4. Keep all receipts, bills and invoices associated with expense and carefully file them by months in envelopes or folders.
5. Have the record books and all receipts, bills and invoices ready for inspection and presentation to the director, church treasurer, Pathfinder Executive Committee and church board upon request.
6. Disburse the funds as directed by the director or whoever may be assigned to give authorisation, and be sure that all accounts are promptly cared for.
7. Withdraw funds from the church treasury and Pathfinder reserve (as authorised) when petty cash is depleted.
8. Be on hand to collect funds at fund-raising projects and keep an accurate record of funds paid in.
9. Keep a record of fund-raising items checked out and check off either materials or funds returned.
10. Collect funds for uniforms and equipment and pay the same accounts.
11. Collect fees for various campouts and field trips.
12. Be sure that all who ask for funds have an invoice or paid statement that can be filed and kept on record.

CLUB CHAPLAIN

The chaplain plays a very important role within the club, by leading out and providing opportunities for the development, cooperation and caring among Pathfinders and staff. The chaplain may be a deputy director or other staff member, or church or youth pastor or elder, and should have the ability to organise as well as lead out effectively in spiritual activities of the club.

Following are the special duties of the chaplain:

1. Wear a uniform.
2. Counsel and work closely with club director in preparation of spiritual activities.
3. Arrange for devotional periods and speakers, and periodic prayer bands.
4. Organise and lead out in outreach activities in cooperation with director.
5. Select individuals to offer prayer at meetings and club activities.
6. Arrange for devotions, Sabbath school activities, Sabbath worship service, and afternoon programs for campouts and other outings.
7. Work closely with director and pastor in setting up the annual Pathfinder Day and Investiture worship service.
8. Act as a special spiritual counsellor working closely with unit counsellors.
9. Know each Pathfinder and staff member personally, and encourage them in their relationship with the Lord.
10. Show a balanced Christian experience by participating in the club's secular activities.

UNIT COUNSELLOR

The counsellor is the leader of a unit of six to eight members. Counsellors hold a key position in the Pathfinder club for they have the closest contact with the Pathfinders, and therefore it is recommended they have a current Pathfinder Leadership Award.

Counsellors must be converted and dedicated Christians. They must be willing to learn and grow, and should broaden their knowledge of arts, crafts and nature, so that they may help to expand the knowledge of their unit members. They should set a good example in spirit and behaviour.

Counsellors should always be with their unit when it is functioning as a Pathfinder unit unless a junior counsellor is caring for it. During achievement classes or craft periods, their unit might be dispersed among several groups and at that time their members are under the supervision of the instructor, or another counsellor or junior counsellor.

The counsellors are to become well acquainted with their unit members. They should enter into all the various activities with them and thus win their confidence. They should become acquainted with the parents and home conditions. It is well for counsellors to plan an occasional activity outside of the club period with their units, but only as they are authorised by the director of the club.

Counsellors should defend the standards and principles of the club at all times. They should also work in complete harmony with other officers of the club, and be willing to serve whenever called upon to perform duties.

The duties of a counsellor are:

1. Pray for and with each member.
2. Take charge and lead/teach a unit or class, working and staying with them during all programs.
3. Encourage, teach and test necessary classwork for successful Investiture of members.
4. Set a good example in neatness, attendance, punctuality, uniform etc.
5. March and drill with units, in full uniform.
6. Develop happy understanding and friendship within the unit.
7. Help members with any problems that may arise and keep leaders informed (respect confidentiality).
8. Encourage all members to participate in all activities.
9. Participate in campouts, arranging all details with deputy director and members.
10. Attend staff committee meetings and captain's council.
11. Notify the director in advance if unable to attend a meeting.
12. Work with and encourage the junior counsellors.

JUNIOR COUNSELLOR

The junior counsellor is often a Master Guide-in-training, or a young person who has finished the Pathfinder classes but who wishes to stay and assist the club.

Junior counsellors should possess the same qualities as unit counsellors, and have a desire to learn how to become leaders.

The duties of the junior counsellors are as follows:

1. Work with a counsellor, as an assistant.
2. Assist in all unit and club activities.
3. Accept responsibilities as given by the counsellor.
4. Take charge of unit when counsellor is absent.
5. Attend staff committee meetings.
6. Set a good example in neatness, attendance, punctuality, uniform etc.
7. March and drill with units.
8. Participate in campouts and outings.

INSTRUCTOR

Instructors may be drawn from the staff, and may be the unit counsellor, or specialists selected from the church or community to teach specific subjects.

Instructors are persons who teach specific skills or subjects such as Bible, personal growth, outdoor skills, honours or crafts.

They should carefully study the class curriculum and requirements of the subject, honour or craft to be taught, before introducing it to the Pathfinders. An instructor must work in close cooperation with the appropriate staff member for classwork, Honours, craft etc., to ensure the requirements are covered to enable the Pathfinders to be Invested, or gain an Honour.

UNIT CAPTAIN

The unit captain is the member chosen by the unit to encourage the group towards achievement and success by setting the example and using influence to inspire each member to do their best. The term of service varies from three months to one year, depending on the policy approved by the staff. During all club activities the captain wears a badge indicating the office of captain.

The position of captain is an important one, and a captain should not only reveal the ability to lead and direct, but should also set forth a true Christian spirit of understanding and respect.

The duties of the unit captain are:

1. Assist the counsellors and take charge of the unit when required.
2. Carry and handle the unit guidon in the proper manner.
3. See that the unit guidon is properly posted in front of the unit at all campouts.
4. Carry the national or Pathfinder flag during the flag ceremony when chosen.
5. Report unit attendance at roll-call time.
6. Drill the unit as assigned by counsellor.
7. Participate in captain's council with the counsellor.
8. Could be invited to attend staff committee.

UNIT SCRIBE

The unit scribe is the member chosen by the unit to fulfil a variety of special duties. The term of service varies from three months to one year, depending on the policy approved by the staff committee. During all club activities the scribe wears a badge indicating the office of scribe.

The duties of the unit scribe are:

1. Fulfil the captain's duties when the captain is absent.
2. Check to see that all unit equipment is returned following a campout (work with unit captain/counsellor/deputy director). Needed repairs should be noted.
3. Give an excuse blank to any Pathfinder in the unit who has been absent, check with the absentee at the next meeting to be sure that the excuse has been received, and correct the records as instructed.
4. Keep all unit records, and by invitation of the club secretary, help fill out the monthly report to the conference.

UNIT STRUCTURE OPTIONS

Unit structure options may be by age, class or sex, or any combination.

COMMITTEE MEMBERSHIP AND RESPONSIBILITIES

1. PATHFINDER COORDINATING COMMITTEE

(Where there is a junior and teen club operating separately under the guidance of an administrative director)

Administrative Director (Chair)
Club Directors (Junior and Teen)
Deputy Directors (Junior and Teen)

Responsibilities

- a. Help recruit new and additional staff members for the teen and junior clubs.
- b. Pass on information received from the conference.
- c. Give study to each club's program of activities. Consider improvements and adjust accordingly. Coordinate programs so as not to overlap major programs of either club.
- d. Coordinate all events which include both clubs, such as Investiture, Pathfinder Day, Camporees, Fairs etc.

2. PATHFINDER EXECUTIVE COMMITTEE

Club Director (Chair)
Deputy Directors
Secretary
Treasurer
Chaplain
Pastor (ex officio)
Youth Sponsor/Elder (ex officio)
Administrative Director (ex officio)

Responsibilities

- a. Submit proposed budget to church board.
- b. Select Model A or B program.
- c. Plan the yearly program.
- d. Select staff - counsellors and instructors.
- e. Review the work of counsellors and instructors.
- f. Support all conference-sponsored Pathfinder programs.

3. PATHFINDER STAFF COMMITTEE

Pathfinder Executive Committee members, plus
Counsellors
Junior Counsellors
Teachers
Instructors
Unit Captains may be invited to meet with the Staff Committee

Responsibilities

- a. Unit programming as it relates to the club meetings.
- b. Unit problems relating to discipline.
- c. Give study to club program planning guide.
- d. Nominate Pathfinders for the Pathfinder Award of Excellence.
- e. Give detailed study to club objectives in the following areas:

Investiture
Recreation
Camping
Witnessing
Nature etc.

4. PATHFINDER DISCIPLINE COMMITTEE

Director (Chair)
Deputy Directors
Counsellor(s) of the Pathfinder(s) involved
A Pathfinder boy and girl chosen from the club

Responsibilities

- a. Discuss any disciplinary problems.
- b. Decide on appropriate disciplinary action.
- c. See that the decision is carried out.

5. UNIT CAPTAIN'S COUNCIL

Director (Chair)
Unit Captains

Responsibilities

- a. Let the captains speak freely of the sentiments they hear among the units and what they would like to do.
- b. Let them help plan the program for the future.

STAFF LEADERSHIP COURSES

Several leadership courses are available to enhance the effectiveness of those involved in Pathfinding. Each is designed with a specific purpose in mind, and this is outlined in the explanation below each award.

Leaders should obtain a Pathfinder Leadership Award Record Book to keep an account of their training and service in local clubs. The Pathfinder Leadership Award Handbook gives a detailed explanation of the course requirements for each leadership award.

MASTER GUIDE

The Master Guide course has been structured as a training course for 16-19-year-olds who would like to become junior counsellors in the Pathfinder club. The course creates an awareness and development of leadership skills and potential.

The Master Guide participants have a conference seminar to attend. The content of the seminar is based on their duties and responsibilities as a Pathfinder staff member. Many of the Master Guide requirements can be met during the time that the participant is engaged in the Pathfinder program as a staff member.

BASIC STAFF TRAINING

The Basic Staff Training course is a familiarisation seminar, which provides adequate awareness and beginning skills for new Pathfinder staff. The course is a separate unit in the overall plan for leadership training of Pathfinder leaders. A certificate is awarded in recognition of the completion of this ten-hour seminar.

PATHFINDER LEADERSHIP AWARD

The Pathfinder Leadership Award is designed for Pathfinder staff members. The emphasis is on in-service training and active involvement within the club in order that the participants may gain new experiences and the chance to develop greater leadership skills. With the Basic Staff Training course completed, the participant now has opportunity to build on their foundation with a more detailed in-depth study of the fundamentals of Pathfinding. The Pathfinder Leadership Award will involve the participant in at least twenty hours of seminar attendance.

The course has been divided into seven skills areas, and the participants select two of the skills areas and major in these areas. This enables staff to specialise in skills that suit their talents and interests.

ADVANCED PATHFINDER LEADERSHIP AWARD

In the Advanced Pathfinder Leadership Award, the participant chooses another one of the skill areas as a speciality and completes the necessary requirements. This course is designed as an additional training unit for Pathfinder staff members and is open to all applicants meeting the course requirements and involved with Pathfinders. A person could spend many years in Pathfinding and ultimately become qualified in all the seven skill areas as outlined in the Advanced Pathfinder Leadership Award requirements.

SKILLS AREAS

Administration and Human Relations

Camping

Church and Community Ministry

Creativity

Drill and Marching

Outdoor Education

Recreation

STAFF SERVICE AWARD

The Pathfinder Staff Service Award Certificates are awarded to staff members in recognition of their dedication and service to local clubs. Certificates are awarded to those who have served for periods of five years or more and who, during this time have attended a minimum of twenty hours of conference sponsored Pathfinder leadership training. It is recommended that this certificate only be given every five years.

The staff record page in the Pathfinder Leadership Awards Record Book is to be signed by the conference or district director at the time of the club investiture check. Names will be submitted to the conference and Staff Service Award Certificates will be awarded at the club Investiture service.

STAFF RECORD OF SERVICE

This page is to be signed by the conference or district director at the time of the club Investiture check. A Pathfinder Staff Service Award Certificate will be awarded, after every five years, at the Investiture service.

YEAR	FROM	TO	POSITION	CLUB	SIGNED
1					
2					
3					
4					
5					
6					
7					
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