

Job Description

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| Title | Pathfinder Director |
| Purpose | To lead in the development of a Christ centered Pathfinder program for youth in grades 5-10, and grades 11-12, for those who want to be part of the Teen Leadership Training (TLT) program. |
| Term | One or two years, depending on local church officer election cycle. |
| Accountability | To the church board. |
| Responsibilities | <ol style="list-style-type: none">1. Be a member of the church board.2. Be a liaison with the church pastor, youth pastor, sponsor elder and Area Coordinator and invite them to participate in programs and events.3. Support Conference Pathfinder programs, communicate with the Conference Pathfinder Director and submit reports as required.4. Be chairperson of the Pathfinder Executive Committee.5. Preside at club staff meetings, unless assigned to a deputy director.6. Supervise the activities of the club and call, organize, and arrange for each club meeting.7. Lead out in planning the total program for the year and produce a calendar of events, which is given to all Pathfinders, staff, parents, and church board for approval.8. Be responsible through the executive committee for providing an overall program for the club in the following activities: meeting times and places, outings, campouts, outreach projects, Induction, Investiture, finance/budget, membership fees/dues, discipline, communication/newsletters and bulletins, and conference sponsored events.9. Be responsible through the staff meetings for planning of the regular club meetings including the following activities and ensure that various committees and people are responsible for: drill, opening and closing ceremonies, worships, practice for conference events, AY classwork (Friend - Guide), honors, arrangement of units/counselors, teachers, and their duties. |
| Authority | Provide leadership for all Pathfinder program/activities. |
| Qualifications | <ol style="list-style-type: none">1. A mature Seventh-day Adventist Christian who loves Jesus and demonstrates His love to others.2. A Master Guide or one who is willing to learn those skills and become |

- one.
3. One who is a faithful steward unto the Lord.
 4. One who sets an example in spirituality, neatness, promptness, good sportsmanship, amiability, self-control and willing to wear the proper dress uniform.
 5. One who is interested in adolescents and sympathetically understands their problems.
 6. One who is resourceful and enthusiastic, carries responsibility, is open to new ideas, works well with others, understands the need for organization and has the ability to organize.

Job Description

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| Title | Pathfinder Deputy Director/s |
| Purpose | Depending on the size of the club there should be one or two deputy directors for the purpose of assisting the director in carrying out the duties that will provided a strong spiritual program for Pathfinders. |
| Term | One or two years, depending on local church officer election cycle. |
| Accountability | To the Pathfinder Director. |
| Responsibilities | <ol style="list-style-type: none">1. Accepts the assignments from the director and shares in the leadership responsibilities of the club.2. Takes charge of club meetings in the absence of the director.3. Preside at staff meetings in the absence of the director.4. Possess the same high qualities of leadership as outlined for the director.5. The following areas may be cared for by the deputies: class levels (Friend - Guide), secretary, treasurer, Teen Leadership Training, recreation, camping activities, equipment, worships, transportation, outreach activities, public relations and etc. |
| Authority | That is given to the deputy by the director. |
| Qualifications | <ol style="list-style-type: none">1. A mature Seventh-day Adventist Christian who loves Jesus and demonstrates His love to others.2. A Master Guide or one who is willing to learn those skills and become one.3. One who is a faithful steward unto the Lord.4. One who sets an example in spirituality, neatness, promptness, good sportsmanship, amiability, self-control and willing to wear the proper dress uniform.5. One who is interested in adolescents and sympathetically understands their problems.6. One who is resourceful and enthusiastic, carries responsibility, is open to new ideas, works well with others, understands the need for organization and has the ability to organize. |

Job Description

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| Title | Adventurer Director |
| Purpose | The purpose of the Adventurer club is to support parents and care-givers in leading and encouraging their children in grades 1-4 in a growing, joyful love relationship with Jesus. |
| Term | One or two years, depending on local church officer election cycle. |
| Accountability | To the church board |
| Responsibilities | <ol style="list-style-type: none"> 1. Be a member of the church board 2. Be a liaison with the church pastor, youth pastor, sponsor elder and invite them to participate in the various programs and events. 3. Stay in touch with the conference Adventurer Director and see that reports are submitted as required. 4. Preside at the club staff meeting, unless assigned to an associate director. 5. Encourage the involvement of parents as part of the staff. 6. Supervise the activities of the club and call, organize, and arrange for each club meeting. 7. Lead out in planning the total program for the year and produce a calendar of events, which is given to all parents, staff members and church board for approval. 8. Be responsible through the staff meetings for providing an overall program for the club in the following activities: meeting times and places, special activity nights, family nights, field trips, family campouts, Adventurer Family Network meetings, outreach projects, Induction, Investiture, finance/budget, membership fees/dues, discipline, communication/newsletters and bulletins, and conference sponsored events. 9. Be responsible through the staff meetings for planning the regular club meetings (one or two per month) including the following activities and ensure that various committees and people are responsible for: opening and closing of club meeting, worships, class levels (Busy Bee - Helping Hand), awards, arrangement of counselors, teachers, and their duties. |
| Authority | Provide leadership for all Adventurer program/activities. |
| Qualifications | <ol style="list-style-type: none"> 1. A mature Seventh-day Adventist Christian who loves Jesus and demonstrates His love to others. 2. A Master Guide or one who is willing to learn those skills and become |

- one.
3. One who is a faithful steward unto the Lord.
 4. One who sets an example in spirituality, neatness, promptness, good sportsmanship, amiability, self-control and willing to wear the proper dress uniform.
 5. One who loves children and wants them to grow in their relationship with Jesus.
 6. One who is resourceful and enthusiastic, carries responsibility, is open to new ideas, works well with others, understands the need for organization and has the ability to organize.

Job Description

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| Title | Adventurer Associate Director/s |
| Purpose | Depending on the size of the club there should be one or two associate directors for the purpose of assisting the director in carrying out the duties that will provided a strong spiritual program for Adventurers. |
| Term | One or two years, depending on local church officer election cycle. |
| Accountability | To the Adventurer Director. |
| Responsibilities | <ol style="list-style-type: none">1. Accept assignments from the director and share in the leadership of the club.2. Keep records and submit monthly reports to the conference.3. May assume responsibilities in finance, secretary, and chaplain.4. In larger clubs an associate may be added to specialize in areas like: activities, nature projects, awards supervision, and planning special field trips. |
| Authority | That is given to the associate by the director. |
| Qualifications | <ol style="list-style-type: none">1. A mature Seventh-day Adventist Christian who loves Jesus and demonstrates His love to others.2. A Master Guide or one who is willing to learn those skills and become one.3. One who is a faithful steward unto the Lord.4. One who sets an example in spirituality, neatness, promptness, good sportsmanship, amiability, self-control and willing to wear the proper dress uniform.5. One who loves children and wants them to grow in their relationship with Jesus.6. One who is resourceful and enthusiastic, carries responsibility, is open to new ideas, works well with others, understands the need for organization and has the ability to organize. |