

ROCKY MOUNTAIN CONFERENCE

ADVENTURER/PATHFINDER CONSTITUTION AND BYLAWS

Revised September 2019

ARTICLE I: ORGANIZATION OF THE ROCKY MOUNTAIN CONFERENCE ADVENTURER/PATHFINDER LEADERSHIP STRUCTURE

Section A: Organizational Structure

The Constitution and By Laws are prepared to provide an understanding of the Adventurer and Pathfinder leadership structure of the Rocky Mountain Conference (RMC) of the Seventh-day Adventist (SDA) Church. It also outlines all RMC Adventurer and Pathfinder policies.

1. It is designed to provide information concerning leadership selection, qualifications, and duties as follows:
 - a. RMC Youth Director – Article III
 - b. Adventurer/Pathfinder Council – Article IV
 - c. Adventurer/Pathfinder Sub-Council – Article V
 - d. Executive Coordinator(s) – Article VI
 - e. Adventurer Coordinator(s) – Article VII
 - f. Pathfinder Coordinator(s) – Article VIII
 - g. Master Guide Coordinator(s) – Article IX
 - h. Adventurer Family Networking Coordinator(s) – Article X
 - i. Teen Coordinator(s) – Article XI
 - j. Training Coordinator(s) – Article XII
 - k. Area Coordinators – Article XIII

* *Note: Adventurer/Pathfinder Club Directors – See the Adventurer or Pathfinder Staff Manual for a description of duties.*
2. Processes
 - a. Nomination and Voting Process – Article XIV
 - b. Removal Process – Article XV
 - c. Replacement Process – Article XVI
 - d. Amendment Process – Article XVII
3. Appointed Positions – Appendix I
 - a. Bible Bowl Master – Article I
 - b. Conference Drill Master – Article II
 - c. Outdoorsman Master – Article III
 - d. Pinewood Derby Master – Article IV
 - e. Audio/Video Master – Article V
4. Flowchart – Appendix II
5. Sample of Administrative Point System – Appendix III
6. History- Appendix IV
7. Amendments – Appendix V

43 **ARTICLE II: STATEMENT OF PURPOSE OF ADVENTURER/PATHFINDER MINISTRY:**

44 **Section A: Purpose**

- 45 1. The purpose of the Adventurer Ministry is to provide fun and creative ways for children to
46 develop a Christ-like character, experience the joy and satisfaction of doing things well, express
47 their love for Jesus in a natural way, learn good sportsmanship and strengthen their ability to get
48 along with others, discover their God-given abilities and to know how to use them to benefit self
49 and others, and to improve their understanding of what makes families strong.
- 50 2. The purpose of the Pathfinder Ministry is to provide a key step in the educational program of the
51 SDA Church by providing the opportunity to take young people out of their usual setting and
52 into outdoor adventure. It is to develop a balanced physical, mental, social, and spiritual life. It
53 is to teach skills that are meaningful and to give opportunities for development, discipline,
54 leadership, and to care for those less fortunate. This ministry offers action, adventure, challenge,
55 and group activities that produce team spirit and loyalty to God and man.
- 56 3. The Master Guide Ministry is a ministry with an emphasis on service and active involvement in
57 Youth and Children’s Ministries. It is a leadership role within the Adventurer, Pathfinder,
58 Youth, Young Adult, Camp, Children’s, or Sabbath School Ministries. Master Guides should be
59 willing to serve the church in any of these areas of ministry. It is expected that all Master Guides
60 will model a viable lifestyle of the SDA Church and will remain active in these ministries as a
61 leader.

62 **Section B: Authority**

63 The existence of the RMC Adventurer and Pathfinder Ministries is confirmed by approval of the
64 Executive Committee of the Rocky Mountain Conference of Seventh-day Adventists as recorded in
65 the RMC Executive Committee minutes. The RMC Executive Committee has further endorsed a
66 RMC executive team made up of SDA Adventurer and Pathfinder leaders.

67 **ARTICLE III: RMC YOUTH DIRECTOR**

68 **Section A: Section**

69 The RMC Adventurer/Pathfinder Council recommends to the RMC Executive Committee that when
70 filling the position of the RMC Youth Director certain criteria and procedures be considered in that
71 process, i.e., the Conference President will consult the Adventurer/Pathfinder Executive
72 Coordinator(s) and recommend a possible meeting with the candidate(s). The RMC
73 Adventurer/Pathfinder Council would appreciate the opportunity to interview the selected
74 candidates.

75 **Section B: Suggested Qualifications of the RMC Youth Director**

- 76 1. Love for children.
77 2. Club Director for at least three (3) years.
78 3. Be a Master Guide.

79 4. Have Pastoral experience.

80 **Section C: Duties of the RMC Youth Director**

- 81 1. The RMC Youth Director is the Chairman of the annual Leadership Convention business
82 meeting.
- 83 2. The RMC Youth Director is the Chairman of the RMC Adventurer/Pathfinder Council and an
84 Advisor to the Adventurer/Pathfinder Sub-Council. These councils cannot function without the
85 close cooperation of the RMC Youth Director.
- 86 3. The RMC Youth Director possesses the power to refer all decisions passed by the RMC
87 Adventurer/Pathfinder Council and Adventurer/Pathfinder Sub-Council back to those groups for
88 further revision or modification.
- 89 4. The RMC Youth Director is responsible to coordinate reimbursement to RMC
90 Adventurer/Pathfinder Council members for approved expenses of their ministry, as funds are
91 available.
- 92 5. The RMC Youth Director may appoint other temporary positions to the Adventurer/Pathfinder
93 Council. The Council must approve such appointments.
- 94 6. The RMC Youth Director will be accountable for addressing all concerns forwarded from the
95 Council and/or Sub-Council concerning performance of any person assigned to the RMC
96 Adventurer/Pathfinder leadership.
- 97 7. The RMC Youth Director will be accountable to the Council and/or Sub-Council regarding
98 personal performance and conduct. All concerns will be addressed appropriately by the Council
99 and/or Sub-Council. If they are unable to be resolved, then they should be forwarded to the
100 RMC Executive Committee, i.e., the Conference President, for further action.
- 101 8. The RMC Youth Director will compile all evaluations pertaining to the Adventurer/Pathfinder
102 leadership received during the annual Leadership Convention and report the results to the
103 respective person(s) at the Council Weekend.
- 104 9. The RMC Youth Director or other designee is recommended, but not required, to maintain an
105 Administrative Point System for all positions outlined in the RMC Adventurer/Pathfinder
106 Constitution. This point system will be outlined and maintained in a separate document.
- 107 10. The RMC Youth Director shall conduct a yearly review, at a minimum, of all staff including the
108 Executive Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide
109 Coordinator(s), Teen Coordinator(s), Area Coordinator(s), and Council Members.

110 **Section D: Function as an Executor of Plans**

111 The RMC Youth Director is responsible for the execution of decisions agreed upon by the
112 Adventurer/Pathfinder Council and the Adventurer/Pathfinder Sub-Council.

113 **ARTICLE IV: ADVENTURER/PATHFINDER COUNCIL**

114 **Section A: Composition**

- 115 1. Youth Director, Chairperson
116 2. Executive Coordinator(s), Vice-Chairperson
117 3. Adventurer Coordinator(s)
118 4. Pathfinder Coordinators(s)

- 119 5. Master Guide Coordinator(s)
120 6. Adventurer Family Networking Coordinator(s)
121 7. Teen Coordinator(s)
122 8. Training Coordinator(s)
123 9. Area Coordinator(s)
124 10. Two (2) Teen Representatives
125 11. Two (2) Assistant Teen Representatives
126 12. Two (2) Adventurer “At Large” members
127 13. Two (2) Pathfinder “At Large” members
128 14. Any other temporary position appointed by the RMC Youth Director and approved by the
129 Council, i.e., Bible Bowl Coordinator, Drill Master, etc..., can be invited guests to the Council
130 meeting(s) that pertain to their specific activities.
131 15. At the discretion of the RMC Youth Director, the Youth Department Administrative Assistant
132 may be invited to participate as a nonvoting member.

133 **Section B: Selection**

- 134 1. The RMC Youth Director, Executive Coordinator(s), Adventurer Coordinator(s), Pathfinder
135 Coordinator(s), Master Guide Coordinator(s), Adventurer Family Networking Coordinator(s),
136 Teen Coordinator(s), Training Coordinator(s), and Area Coordinator(s) serve by virtue of their
137 positions.
138 2. The Assistant Teen Representatives (one boy and one girl) will be voted on by all RMC
139 Pathfinder Teens/TLTs present at the annual Leadership Convention, as well as the RMC Youth
140 Director, Executive Coordinator(s), Pathfinder Coordinator(s), Teen Coordinator(s), and
141 members of the Teen Committee.
142 a. Names must be submitted to the RMC Youth Department no later than 45 days prior to
143 the convention. Submitted names shall be forwarded on to the Adventurer/Pathfinder
144 Sub-Council for tracking purposes.
145 b. Nominations will be compiled by the RMC Youth Director and sent to the club directors
146 for distribution to the individual club teens to provide opportunity for feedback no later
147 than 30 days prior to the convention.
148 c. The RMC Youth Director must receive any concerns no later than 15 days prior to the
149 convention. In the absence of the Youth Director, the Executive Coordinator(s) will
150 compile the nominations.
151 d. The voting process will be followed as outlined in Article XIV: Section C: Voting
152 Requirements.
153 e. The Assistant Teen Representatives’ term will be for one (1) year.
154 f. In the event that an Assistant Teen Representative becomes inactive or must be replaced,
155 i.e., drops out of a Pathfinder Club, the procedure will be followed as outlined in Article
156 XV: Removal Process and/or Article XVI: Replacement Process.
157 3. The Teen Representatives (one boy and one girl) will serve on the Adventurer/Pathfinder
158 Council.
159 a. The position of the Teen Representatives is automatic after having served as Assistant
160 Teen Representative the immediate prior year.
161 b. The Teen Representative’s term will be for one (1) year.

- 162 c. In the event that at Teen Representative becomes inactive or must be replaced, i.e., drops
163 out of a Pathfinder Club, the procedure will be followed as outlined in Article XV:
164 Removal Process and/or Article XVI: Replacement Process.
- 165 4. The “At Large” members shall be elected at the annual Leadership Convention.
- 166 5. All “At Large” members shall be elected by 2/3 vote of those members present at the annual
167 Leadership Convention. All Adventurer leadership will vote for the Adventurer “At Large”
168 members as well as the Youth Director, Executive Coordinator(s), Adventurer Coordinator(s),
169 Master Guide Coordinator(s), Adventurer Family Networking Coordinator(s), and Adventurer
170 ACs. All Pathfinder leadership including Teens/TLTs will vote for the Pathfinder “At Large”
171 members as well as the Youth Director, Executive Coordinator(s), Pathfinder Coordinator(s),
172 Master Guide Coordinator(s), Bible Bowl Coordinator(s), and Pathfinder ACs.
- 173 6. All “At Large” members shall be active Club Directors.
- 174 7. All “At Large” members shall serve a term of two (2) years. Each “At Large” member may be
175 reelected for an unlimited number of consecutive terms.

176 **Section C: Purpose**

- 177 1. The purpose of the Adventurer/Pathfinder Council is:
- 178 a. Spiritual nurturing of the Adventurer/Pathfinder Ministries.
- 179 b. The development of activities that uphold the principles of the Adventurer and
180 Pathfinder Pledge and Law.
- 181 2. The Adventurer/Pathfinder Council is the decision-making body of the Adventurer/Pathfinder
182 Ministries and is accountable to the leadership body at the annual Leadership Convention.
- 183 3. All meetings will be conducted in accordance with Robert’s Rules of Order.

184 **Section D: Duties of the Adventurer/Pathfinder Council**

- 185 1. The Adventurer/Pathfinder Council shall meet once per quarter (four times per year) or more
186 often as called to do so by the RMC Executive Coordinator(s). Said meetings shall take place at
187 the RMC office or other acceptable location as designated by the Executive Coordinator(s).
- 188 2. Valid decisions shall only be made at the Council meetings at which a quorum of at least one
189 half (½) of the Council members is present. Decisions shall be made by majority vote of those
190 members present. In the absence of the RMC Youth Director, all decisions will be subject to the
191 RMC Youth Director’s review or referred back to the Council for further review.
- 192 3. All Council members will attend the Council meetings.
- 193 4. Be active in planning and executing Conference and Area Adventurer/Pathfinder events.
- 194 5. Be willing to assist the Adventurer/Pathfinder Ministries as needed.
- 195 6. Abide by the RMC Adventurer/Pathfinder Constitution and By Laws.
- 196 7. Review the planning and research submitted by the Adventurer/Pathfinder Sub-Council.
- 197 8. In the absence of the Chairperson, the Vice-Chairperson is to chair the Adventurer/Pathfinder
198 Council meetings and report to the Chairperson all decisions reached at said meetings.
- 199 9. In an emergency, and in the absence of the Chairperson, the Vice-Chairperson has the
200 responsibility of organizing the Adventurer/Pathfinder Council to ensure the continued
201 operation of the Adventurer/Pathfinder Ministries.
- 202 10. The Adventurer/Pathfinder Council Scribe shall keep accurate minutes of all Council meetings.
203 The Council Scribe shall be a person designated by the Executive Coordinator(s).

- 204 a. Said minutes shall be taken at each Council meeting and later transcribed by the Council
205 Scribe for retention. Said minutes shall be maintained by the Executive Coordinator(s)
206 and/or his/her designee.
- 207 b. A duplicate copy of said minutes shall be forwarded to and maintained at the RMC
208 Youth Department office.
- 209 c. Said minutes shall be forwarded by the Council Scribe, after being proofread, to the
210 Council members as soon as possible and shall be reviewed by the Council members at
211 the next Council meeting.

212 **ARTICLE V: ADVENTURER/PATHFINDER SUB-COUNCIL**

213 **Section A: Composition**

- 214 1. Youth Director, Advisor
- 215 2. Executive Coordinator(s), Chairman
- 216 3. Adventurer Coordinator(s), Vice-Chairman
- 217 4. Pathfinder Coordinator(s), Vice-Chairman
- 218 5. Master Guide Coordinator(s)
- 219 6. Adventurer Family Networking Coordinator(s)
- 220 7. Teen Coordinator(s)
- 221 8. Two (2) Pathfinder “At large” members
- 222 9. Two(2) Adventurer “At large” members
- 223 10. Any other temporary position appointed by the RMC Youth Director and approved by the Sub-
224 Council, i.e., Bible Bowl Coordinator, Drill Master, etc..., can be invited guests to the Sub-
225 Council meeting(s) that pertain to their specific activities.
- 226 11. At the discretion of the RMC Youth Director, the Youth Department Secretary may be invited
227 to participate as a nonvoting member.

228 **Section B: Selection**

- 229 1. The RMC Youth Director, Executive Coordinator(s), Pathfinder Coordinator(s), Adventurer
230 Coordinator(s), Master Guide Coordinator(s), Family Networking Coordinator(s), and Teen
231 Coordinator(s) serve by virtue of their positions.
- 232 2. All “At large” members shall be elected at the annual Leadership Convention.
- 233 3. All Adventurer “At large” members shall be elected by 2/3 vote of the Adventurer leadership
234 present at the annual Leadership Convention including the Youth Director, Executive
235 Coordinator(s), Adventurer Coordinator(s), Master Guide Coordinator(s), Adventurer Family
236 Networking Coordinator(s), and all Adventurer ACs.
- 237 4. All Pathfinder “At large” members shall be elected by 2/3 vote of the Pathfinder leadership
238 present at the annual Leadership Convention including the Youth Director, Executive
239 Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Teen Coordinator(s),
240 Training Coordinator(s), Bible Bowl Coordinator, and all Pathfinder ACs.
- 241 5. All “At large” members must be active members of the Adventurer/Pathfinder Council.
- 242 6. All “At large” members shall serve a term of two (2) years. Each “At large” member may be
243 reelected for an unlimited number of consecutive terms.

244 **Section C: Purpose**

- 245 1. The Sub-Council shall exist to aid in the success of the RMC Adventurer and Pathfinder
246 Ministries.
- 247 2. The Sub-Council shall function as the advisory body to facilitate the decision-making process of
248 the Adventurer/Pathfinder Council.
- 249 a. The Sub-Council will make suggestions to and accept decisions from the
250 Adventurer/Pathfinder Council.
- 251 b. The Sub-Council will conduct the day-to-day operations and make decisions to provide
252 continuity within the Adventurer/Pathfinder Ministries.
- 253 c. The Sub-Council will conduct the strategic planning as well as project research. This
254 information will be presented to the Adventurer/Pathfinder Council for review.
- 255 d. The Sub-Council will manage projects approved by the Adventurer/Pathfinder Council.
- 256 3. All meetings will be conducted in accordance with Robert's Rules of Order.

257 **Section D: Duties of the Adventurer/Pathfinder Sub-Council.**

- 258 1. The Sub-Council shall meet once per calendar month or more often as called to do so by the
259 RMC Executive Coordinator(s). Said meetings shall take place at the RMC office or other
260 acceptable location as designated by the Executive Coordinator(s).
- 261 2. Valid decisions shall be made only at Sub-Council meetings at which a quorum of at least one
262 half (½) of the Sub-Council members are present. Decisions made shall be by a majority vote of
263 those members present and, in the absence of the RMC Youth Director, may also be subject to
264 review by the RMC Youth Director or referred back to the Sub-Council for further review of
265 modification.
- 266 3. Sub-Council members may assist and, if necessary, substitute for Area Coordinators in any
267 function/duty of the Area Coordinators as needed.
- 268 4. Sub-Council members are expected to keep accurate records of travel and
269 Adventurer/Pathfinder contacts. This information should be kept in an appropriate log.
- 270 5. Sub-Council members shall present the above information to the RMC Youth Director upon
271 request.
- 272 6. Submit travel reimbursement requests within 30 days of incurred expense.
- 273 7. The Adventurer/Pathfinder Sub-Council Scribe shall keep accurate minutes of all Sub-Council
274 meetings. The Sub-Council Scribe shall be a person designated by the Executive Coordinator(s).
275 The Scribe may also be the same as the Council Scribe.
- 276 a. Said minutes shall be taken at each Sub-Council meeting and later transcribed by the
277 Sub-Council Scribe for retention. Said minutes shall be maintained by the Executive
278 Coordinator(s) and/or his/her designee.
- 279 b. A duplicate copy of said minutes shall be forwarded to and maintained at the RMC
280 Youth Department office.
- 281 c. Said minutes shall be forwarded by the Sub-Council Scribe to the Sub-Council members
282 as soon as possible and shall be reviewed by the Sub-Council members at the next Sub-
283 Council meeting.

284 **ARTICLE VI: EXECUTIVE COORDINATOR(S)**

285 **Section A: Selection**

- 286 1. The Executive Coordinator(s) shall be elected at the annual Leadership Convention for a term of
287 three (3) years, subject to approval of the RMC Youth Director.
- 288 2. Prior to the annual Leadership Convention, nominated Executive Coordinator(s) are evaluated,
289 and recommendations will be made by the RMC Youth Director. See Article XIV: Section B:
290 Nomination Process.
- 291 3. The Executive Coordinator(s) may be reelected for an unlimited number of consecutive terms.

292 **Section B: Qualifications of the Executive Coordinator(s)**

- 293 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
294 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
- 295 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
296 Elder, or an Adventurer/Pathfinder leader.
- 297 3. Must have been a Director of a club for at least three (3) years.
- 298 4. Must have at least three (3) years experience as an Area Coordinator.
- 299 5. Must have at least three (3) years experience as the Adventurer, Pathfinder, or Master Guide
300 Coordinator.
- 301 6. Must be a Master Guide and have the Pathfinder Instructor Award (PLA) or Adventurer
302 Instructor Growth (AIG) or be working towards completion within one (1) year of the Executive
303 Coordinator(s) appointment.
- 304 7. Demonstrate keen interest and maintain active involvement in the Adventurer or Pathfinder
305 Ministries.
- 306 8. Should possess strong people skills and be a great team player.
- 307 9. Must submit to a criminal background check as required by the RMC.
- 308 10. Must be willing to submit to yearly evaluations by the leadership at large at the annual
309 Leadership Convention.
- 310 11. Must be an active leader in the RMC Adventurer/Pathfinder Ministries for a minimum of the
311 two (2) previous years.
- 312 12. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
313 subject to approval and 2/3 vote by all members present at the annual Leadership Convention.

314 **Section C: Duties of the Executive Coordinator(s)**

- 315 1. Be available to advise Adventurer, Pathfinder, and Master Guide Coordinators.
- 316 2. Provide input on any matters pertaining to the RMC Adventurer/Pathfinder/Master Guide
317 Ministries.
- 318 3. Have a working relationship with the RMC Youth Director and act as support for the RMC
319 Youth Director.
- 320 4. Report to the RMC Youth Director on all Adventurer/Pathfinder Council and
321 Adventurer/Pathfinder Sub-Council activities.
- 322 5. Serve as Chairperson of the Adventurer/Pathfinder Sub-Council.
- 323 6. Serve as Vice-Chairperson for all other Adventurer/Pathfinder activities and committees when
324 the Youth Director is present and as Chairperson if the Youth Director is absent.
- 325 7. Present the appropriate budget indicating the current financial status at every
326 Adventurer/Pathfinder Council meeting.

- 327 8. Oversee planning and administration of all Adventurer/Pathfinder Ministries, functions, and
328 training, to include but not limited to:
- 329 a. Communication – gather articles/information for a newsletter or the webpage as needed
 - 330 b. Report Forms – create and update AC/Adventurer/Pathfinder/Teen Forms.
 - 331 c. Points – maintain AC points for RMC Youth Director.
 - 332 d. Annual Leadership Convention – plan and schedule weekend.
 - 333 e. Council Weekend – plan and schedule weekend.
 - 334 f. Pathfinder Bible Bowl – assist with Bible Bowl activities as needed.
 - 335 g. Fairs – work with the Pathfinder Coordinator(s) as needed.
 - 336 h. Camporees – work with the Pathfinder Coordinator(s) as needed.
 - 337 i. Adventurer Fun Day – work with the Adventurer Coordinator(s) as needed.
 - 338 j. Teen Summit – work with the Teen Coordinator(s) as needed.
 - 339 k. Teen River Trip – work with a designated leadership team.
 - 340 l. MG Training – work with the Training Coordinator(s) as needed.
 - 341 m. PLA, ALG, PIA, AIG – work with the Training Coordinator(s) as needed.
 - 342 n. Budgets – maintain with the Youth Director.
- 343 9. Notify clubs of the selected positions that will expire at the annual Leadership Convention. See
344 Article XIV: Section B: Nomination Process.
- 345 10. Keep accurate records of travel and Adventurer/Pathfinder contacts. This information should be
346 kept in an appropriate log.
- 347 11. Submit travel reimbursement request within 30 days of the incurred expense.
- 348 12. Attend monthly Youth Department Adventurer/Pathfinder staff meetings.
- 349 13. Compile all evaluations pertaining to the RMC Youth Director received during the annual
350 Leadership Convention. Present the results to the Youth Director prior to the Council Weekend.
- 351 14. Assist the RMC Youth Director in compiling all evaluations pertaining to the
352 Adventurer/Pathfinder Coordinator(s) received during the annual Leadership Convention.
- 353 15. Encourage growth and learning among Adventurer Coordinator(s), Pathfinder Coordinator(s),
354 Master Guide Coordinator(s), Teen Coordinator(s), Adventurer and Pathfinder Area
355 Coordinator(s), and Club Directors.
- 356 16. Fulfill all requirements of the suggested Administrative Point System, if utilized and
357 implemented as outlined in Article III: Section C: 9.

358 **ARTICLE VII: ADVENTURER COORDINATOR(S)**

359 **Section A: Selection**

- 360 1. Shall be selected at the annual Leadership Convention for a term of three (3) years, subject to
361 the approval of the RMC Youth Director.
- 362 2. Prior to the annual Leadership Convention, nominated Adventurer Coordinator(s) are evaluated
363 and recommendations made by the RMC Youth Director. See Article XIV: Section B:
364 Nomination Process.
- 365 3. The Adventurer Coordinator(s) may be reelected for an unlimited number of consecutive terms.

366 **Section B: Qualifications of the Adventurer Coordinator(s).**

- 367 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
368 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.

- 369 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
370 Elder, or an Adventurer/Pathfinder leader.
- 371 3. Must have been a Director of a club for at least three (3) years.
- 372 4. Must have at least three (3) years experience as an Adventurer Area Coordinator.
- 373 5. Must have the Adventurer Leadership Growth (ALG) or be working towards completion within
374 one (1) year of Adventurer Coordinator appointment.
- 375 6. Demonstrate a keen interest and maintain active involvement in Adventurer Ministries.
- 376 7. Should possess strong people skills and be a great team player.
- 377 8. Must submit to a criminal background check as required by the RMC.
- 378 9. Must be willing to submit to yearly evaluations by the leadership at large at the annual
379 Leadership Convention.
- 380 10. Must be an active leader in the RMC Adventurer Ministry for a minimum of the two (2)
381 previous years.
- 382 11. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
383 subject to the approval and 2/3 vote by the Adventurer members present at the annual
384 Leadership Convention.

385 **Section C: Duties of the Adventurer Coordinator(s)**

- 386 1. Be available to advise all Adventurer Area Coordinators.
- 387 2. Provide input on matters pertaining to the RMC Adventurer Ministry.
- 388 3. Have a working relationship with RMC Youth Director, Executive Coordinator(s), Pathfinder
389 Coordinator(s), Master Guide Coordinator(s), and Adventurer Family Networking Coordinator
390 and support the RMC Youth Director and Executive Coordinator(s).
- 391 4. Make progress reports to the executive Coordinator(s) on all Adventurer/Pathfinder Council and
392 Sub-Council activities with regard to Adventurer Ministries.
- 393 5. Coordinate the conducting of Adventurer Investiture services along with Pathfinder Investiture
394 services where possible.
- 395 6. Ensure growth and learning among Area Coordinators and Club Directors for the total
396 Adventurer Ministry.
- 397 7. Attend Adventurer/Pathfinder Council and Adventurer/Pathfinder Sub-Council meetings.
- 398 8. Assist in planning and administration of Fun Day, training courses, Investitures, and other
399 conference Adventurer functions as needed, to include but not limited to:
 - 400 a. Communication – gather and submit articles/information to Executive Coordinator(s) or
401 Webmaster as needed/requested
 - 402 b. Points – maintain Adventurer points for clubs
 - 403 c. Investitures – work with Pathfinder Coordinator(s) to coordinate Investitures together
404 where possible
 - 405 d. Annual Leadership Convention – assist Executive Coordinator(s) in planning as needed
 - 406 e. Council Weekend – assist Executive Coordinator(s) in planning as needed
 - 407 f. Adventurer Fun Day – plan/schedule staying in close contact with Executive
408 Coordinator(s)
- 409 9. Keep accurate records of travel and Adventurer contacts. This information should be kept in an
410 appropriate log.
- 411 10. Send report of all Adventurer activities to the Executive Coordinator(s) by the 10th of the
412 following month.

- 413 11. Submit travel reimbursement requests within 30 days of the incurred expense
- 414 12. Serve as the Vice-Chairperson alternate for the Adventurer/Pathfinder Council in the absence of
- 415 the RMC Youth Director or Executive Coordinator(s).
- 416 13. Serve as the Vice-Chairperson alternate of the Adventurer/Pathfinder Sub-Council.
- 417 14. Attend monthly Youth Department Adventurer/Pathfinder Staff meetings.
- 418 15. Assist the RMC Youth Director in compiling all evaluations pertaining to the Adventurer Area
- 419 Coordinators received during the annual Leadership Convention.
- 420 16. Fulfill all requirements of the suggested Administrative Point System, if utilized and
- 421 implemented as outlined in Article III: Section C: 9

422 **ARTICLE VIII: PATHFINDER COORDINATOR(S)**

423 **Section A: Selection**

- 424 1. Shall be selected at the annual Leadership Convention for a term of three (3) years, subject to
- 425 the approval of the RMC Youth Director.
- 426 2. Prior to the annual Leadership Convention, nominated Pathfinder Coordinator(s) are evaluated
- 427 and recommendations made by the RMC Youth Director. See Article XIV: Section B:
- 428 Nomination Process.
- 429 3. The Pathfinder Coordinator(s) may be reelected for an unlimited number of consecutive terms.

430 **Section B: Qualifications of the Pathfinder Coordinator(s)**

- 431 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
- 432 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
- 433 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
- 434 Elder, or an Adventurer/Pathfinder leader.
- 435 3. Must have been a Director of a club for at least three (3) years.
- 436 4. Must have at least three (3) years experience as a Pathfinder Area Coordinator.
- 437 5. Must have the Pathfinder Leadership Award (PLA) or be working towards successful
- 438 completion of continuing education in the AYMT program within one (1) year of the Pathfinder
- 439 Coordinator appointment.
- 440 6. Demonstrate a keen interest and maintain active involvement in Pathfinder Ministries.
- 441 7. Should possess strong people skills and be a great team player.
- 442 8. Must be willing to submit to a criminal background check as required by the RMC.
- 443 9. Must be willing to submit to yearly evaluations by the leadership at large at the annual
- 444 Leadership Convention.
- 445 10. Must be an active leader in the RMC Pathfinder Ministry for a minimum of the two (2) previous
- 446 years.
- 447 11. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
- 448 subject to approval and 2/3 vote of the Pathfinder member including teens/TLTs at the annual
- 449 Leadership Convention.

450 **Section C: Duties of the Pathfinder Coordinator(s)**

- 451 1. Be available to advise all Pathfinder Area Coordinators.
- 452 2. Provide input on matters pertaining to the RMC Pathfinder Ministries.

- 453 3. Have a working relationship with the RMC Youth Director, Executive Coordinator(s),
454 Adventurer Coordinator(s), Master Guide Coordinator(s), and Teen Coordinator(s) and support
455 the RMC Youth Director and Executive Coordinator(s).
- 456 4. Make progress reports to the Executive Coordinator(s) on all Adventurer/Pathfinder Council and
457 Sub-Council activities with regard to Pathfinder Ministries.
- 458 5. Coordinate the conducting of Pathfinder Investiture services along with Adventurer services
459 where possible.
- 460 6. Encourage growth and learning among Area Coordinators and Club Directors for the total
461 Pathfinder Ministry.
- 462 7. Attend Adventurer/Pathfinder Council meetings and Adventurer/Pathfinder Sub-Council
463 meetings.
- 464 8. Assist in planning and administration of Fairs, Camporees, training courses, Investitures, and
465 other RMC Pathfinder functions, to include but not limited to:
- 466 a. Communication – gather and submit articles/information to Executive Coordinate(s) or
467 webmaster as needed/requested
- 468 b. Points – maintain Pathfinder points for clubs
- 469 c. Investitures – work with Adventurer Coordinator(s) to coordinate Investitures together
470 where possible.
- 471 d. Annual Leadership Convention – assist Executive Coordinator(s) in planning as needed
- 472 e. Council Weekend – assist Executive Coordinator(s) in planning as needed
- 473 f. Pathfinder Bible Bowl – assist with Bible Bowl activities as needed
- 474 g. Fairs – plan/schedule staying in close contact with Executive Coordinator(s)
- 475 h. Camporees – plan/schedule staying in close contact with Executive Coordinator(s)
- 476 9. Keep accurate records of travel and Pathfinder contacts. This information should be kept in an
477 appropriate log.
- 478 10. Send a report of all Pathfinder activities to the Executive Coordinator(s) by the 10th of the
479 following month.
- 480 11. Submit travel reimbursement requests within 30 days of the incurred expense.
- 481 12. Serve as Vice-Chairperson alternate of the Adventurer/Pathfinder Council in the absence of the
482 RMC Youth Director or Executive Coordinator(s).
- 483 13. Serve as the Vice-Chairperson for the Adventurer/Pathfinder Sub-Council.
- 484 14. Attend monthly Youth Department Adventurer/Pathfinder staff meetings.
- 485 15. Assist the RMC Youth Director in compiling all evaluations pertaining to the Pathfinder Area
486 Coordinator(s) received during the annual Leadership Convention.
- 487 16. Fulfill all requirements of the suggested Administrative Point System, if utilized and
488 implemented as outlined in Article III: Section C: 9.

489 **ARTICLE IX: MASTER GUIDE COORDINATOR(S)**

490 **Section A: Selection**

- 491 1. Shall be selected at the annual Leadership Convention for a term of three (3) years, subject to
492 approval of the RMC Youth Director.
- 493 2. Prior to the annual Leadership Convention, nominated Master Guide Coordinator(s) are
494 evaluated and recommendations made by the RMC Youth Director. See Article XIV: Section B:
495 Nomination Process.

- 496 3. The Master Guide (MG) Coordinator(s) may be reelected for an unlimited number of
497 consecutive terms.

498 **Section B: Qualifications of the Master Guide Coordinator(s)**

- 499 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
500 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
501 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
502 Elder, or an Adventurer/Pathfinder leader.
503 3. Must have been a Director of an Adventurer/Pathfinder club for at least three (3) years.
504 4. Must be a Master Guide for a minimum of five (5) years.
505 12. Must have the PIA or ALG or be working towards successful completion of continuing
506 education in the AYMT program within one (1) year of the Master Guide Coordinator
507 appointment.
508 5. Demonstrate a keen interest and maintain active involvement in Adventurer, Pathfinder, Master
509 Guide, and Youth Ministries.
510 6. Should possess strong people skills and be a great team player.
511 7. Must be willing to submit to a criminal background check as required by the RMC.
512 8. Must be willing to submit to yearly evaluations by the leadership at large at the annual
513 Leadership Convention.
514 9. Must be an active leader in the RMC Adventurer, Pathfinder, or Master Guide Ministries for a
515 minimum of the two (2) previous years.
516 10. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
517 subject to approval and 2/3 vote by those members present at the annual Leadership Convention.

518 **Section C: Duties of the Master Guide Coordinator(s)**

- 519 1. Provide input on matters pertaining to RMC Adventurer, Pathfinder, Master Guide, and Youth
520 Ministry Activities.
521 2. Have a working relationship with the RMC Youth Director, Executive Coordinator(s),
522 Adventurer Coordinator(s), and Pathfinder Coordinator(s), and support the RMC Youth Director
523 and Executive Coordinator(s).
524 3. Be the main point-of-contact to the North American Division (NAD) regarding Master Guide
525 issues.
526 4. Report to the Executive Coordinator(s) on all NAD Master Guide communications, including
527 but not limited to data collections, uniform changes, curriculum changes, and other current
528 issues pertaining to Master Guides.
529 5. Create and maintain a database of all Master Guides in the RMC, including but not limited to
530 names, contact information, and continuing education for each MG within the MG Ministry.
531 6. Coordinate a “work force” to assist with Adventurer, Pathfinder, and Youth Ministry activities,
532 i.e., Adventurer Fun Day, Pathfinder Bible Bowl, Pathfinder Fairs, Pathfinder Camporees, etc...
533 7. Assist the RMC Youth Director and Executive Coordinator(s) with other activities as needed,
534 including but not limited to:
535 a. Communication – write a MG article and submit to Executive Coordinator(s) or
536 webmaster as needed.

- 537 b. Investitures – assist RMC Youth Director and Executive Coordinator(s) in coordinating
538 Master Guides to attend Investitures as needed.
- 539 c. Annual Leadership Convention – assist Executive Coordinator(s) as needed.
- 540 d. Council Weekend – assist Executive Coordinator(s) as needed.
- 541 e. Pathfinder Bible Bowl – assist with Bible Bowl activities as needed.
- 542 f. Pathfinder Fair – work with the Pathfinder Coordinator(s) as needed.
- 543 g. Pathfinder Camporee – work with the Pathfinder Coordinator(s) as needed.
- 544 h. Adventurer Fun Day – work with the Adventurer Coordinator(s) as needed.
- 545 i. MG Training – work with the Training Coordinator(s) as needed.
- 546 j. Teen activities – assist Teen Coordinator(s) as needed
- 547 17. Encourage growth and learning throughout all levels of the RMC Adventurer, Pathfinder,
548 Master Guide, and Youth Ministries.
- 549 18. Attend the Adventurer/Pathfinder Council meetings and Sub-Council meetings.
- 550 19. Keep accurate records of travel and contacts. This information should be kept in an appropriate
551 log or report form packet.
- 552 20. Send a report of all Master Guide Coordinator activities to the Executive Coordinator(s) by the
553 10th of each month.
- 554 21. Submit travel reimbursement request within 30 days of the incurred expense.
- 555 22. Attend monthly Youth Department Adventurer/Pathfinder staff meetings.
- 556 23. Fulfill all requirements of the suggested Administrative Point System, if utilized and
557 implemented as outlined in Article III: Section C: 9.

558 **ARTICLE X: ADVENTURER FAMILY NETWORKING COORDINATOR(S)**

559 **Section A: Selection**

- 560 1. Shall be elected at the annual Leadership Convention for a term of three (3) years, subject to the
561 approval of the RMC Youth Director.
- 562 2. Prior to the annual Leadership Convention, nominated Adventurer Family Networking
563 Coordinator are evaluated and recommendations made by the RMC Youth Director. See Article
564 XIV: Section B: Nomination Process.
- 565 3. The Adventurer Family Networking Coordinator(s) may be reelected for an unlimited number
566 of consecutive terms.

567 **Section B: Qualifications of the Adventurer Family Networking Coordinator**

- 568 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
569 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
- 570 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
571 elder, or an Adventurer leader.
- 572 3. Must be a Master Guide or actively pursuing the Master Guide curriculum, to be completed
573 within one (1) year of the Adventurer Family Networking Coordinator's appointment.
- 574 4. Have been a Director of an Adventurer club for at least three (3) years.
- 575 5. Must be an active leader in the RMC Adventurer Ministries for a minimum of two (2) years.
- 576 6. Demonstrate a keen interest and maintaining active involvement in the RMC Adventurer
577 Ministries.
- 578 7. Should possess strong people skills and be a great team player.

- 579 8. Must be willing to submit to a criminal background check as required by the RMC.
580 9. Must be willing to submit to yearly evaluations by the leadership at large at the annual
581 Leadership Convention.
582 10. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
583 subject to approval and 2/3 vote by the Adventurer members present at the annual Leadership
584 Convention.

585 **Section C: Duties of the Adventurer Family Networking Coordinator**

- 586 1. Provide input on matters pertaining to RMC Adventurer activities.
587 2. Have a working relationship with the RMC Youth Director, Executive Coordinator(s), and
588 Adventurer Coordinator(s).
589 3. Act as support to the RMC Youth Director, Executive Coordinator(s), and Adventurer
590 Coordinator(s).
591 4. Be the main point-of-contact to RMC Adventurer Ministries regarding Family Networking
592 questions and programming.
593 5. Make progress reports to the Executive Coordinator(s) and Adventurer Coordinator(s) on all
594 RMC Adventurer Family Networking programs.
595 6. Work with the RMC Youth Director, Executive Coordinator(s), Adventurer Coordinator(s), and
596 Training Coordinator(s) regarding Adventurer Family Networking training classes at the annual
597 Leadership Convention, as set by the training schedule rotation, and/or as needed.
598 7. Work with the RMC Youth Director, Executive Coordinator(s), and Adventurer Coordinator(s)
599 regarding any other Family Networking matters throughout the year.
600 8. Assist the RMC Youth Director and Executive Coordinator(s) with other activities as needed
601 including but not limited to:
602 a. Communication – write a Family Networking article and submit to Executive
603 Coordinator(s) or webmaster as requested
604 b. Council Weekend – assist the Executive Coordinator(s) as needed.
605 c. Family Networking – plan Family Networking activities as needed.
606 9. Encourage growth and learning throughout all levels of the RMC Adventurer Ministries.
607 10. Attend Adventurer/Pathfinder Council and Sub-council meetings to assist in planning of RMC
608 Adventurer functions as well as the overall Adventurer Family Networking program. These
609 meetings will be held at least quarterly or as often as necessary.
610 11. Keep accurate records of travel and contacts. This information should be kept in an appropriate
611 log or report form packet.
612 12. Send a report of all Adventurer Family Networking Coordinator activities to the Executive
613 Coordinator(s) by the 10th of the following month.
614 13. Submit travel reimbursement requests within 30 days of the incurred expense.
615 14. Fulfill all requirements of the suggested Administrative Point System, if utilized and
616 implemented as outlined in Article III: Section C: 9.

617 **ARTICLE XI: TEEN COORDINATOR(S)**

618 **Section A: Selection**

- 619 1. Shall be selected at the annual Leadership Convention for a term of three (3) years, subject to
620 the approval of the RMC Youth Director.

- 621 2. Prior to the annual Leadership Convention, nominated Teen Coordinator(s) are evaluated and
622 recommendations made by the RMC Youth Director. See Article XIV: Section B: Nomination
623 Process.
624 3. The Teen Coordinator(s) may be reelected for an unlimited number of consecutive terms.

625 **Section B: Qualifications of the Teen Coordinator(s)**

- 626 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
627 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
628 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
629 Elder, or an Adventurer/Pathfinder leader.
630 3. Must have been a Pathfinder Club Director for at least three (3) years.
631 4. Must be a Master Guide or actively pursuing the Master Guide curriculum, to be completed
632 within one (1) year of the Teen Coordinator(s) appointment.
633 5. Demonstrate a keen interest and maintain active involvement in Pathfinder and Teen
634 Ministries.
635 6. Should possess strong people skills and be a great team player.
636 7. Must be willing to submit to a criminal background check as required by the RMC.
637 8. Must be willing to submit to yearly evaluations by the leadership at large at the annual
638 Leadership Convention.
639 9. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
640 subject to approval and 2/3 vote by the Pathfinder members and Teens/TLTs present at the
641 annual Leadership Convention.

642 **Section C: Duties of the Teen Coordinator(s)**

- 643 1. Be available to give assistance to the local Pastor and/or club leadership in promoting and
644 supporting local Conference, Union, and General Conference Pathfinder teen policies and
645 programs.
646 2. Contact each club twice per year to become familiar with its Teen/TLT program.
647 3. Attend Adventurer/Pathfinder Council meetings to assist in the planning of RMC Teen/TLT
648 functions as well as the overall Pathfinder Teen/TLT program. These meetings will be held at
649 least quarterly or as often as necessary.
650 4. Assist the Executive Coordinator(s) at Camporees, training courses, Fairs, and other RMC
651 Pathfinder functions.
652 5. Organized and convene a Teen Committee of no more than eight (8) members to help facilitate,
653 implement, and run Teen/TLT activities as scheduled. The committee shall consist of the Teen
654 Coordinators(s), Teen Representatives, and 4-5 other adult Pathfinder leaders of the Teen
655 Coordinator(s) choosing. These members do not need to be voted at the annual Leadership
656 Convention but shall be approved by the RMC Youth Director and Sub-Council.
657 6. Keep accurate records of travel and Pathfinder contacts. This information should be kept in an
658 appropriate log.
659 7. Send a report of all their Pathfinder activities to the Executive Coordinator(s) by the 10th of the
660 following month.
661 8. Submit travel reimbursement requests within 30 days of incurred expense.

- 662 9. Assist the Pathfinder Coordinator(s) with other activities as requested, to include but not limited
663 to:
- 664 a. Communication – write a Teen Article and submit to Executive Coordinator(s) or
665 webmaster as requested
 - 666 b. Website – maintain Teen website
 - 667 c. Points – maintain Teen points
 - 668 d. Assist local clubs with such activities as Pathfinder Day Programs, Investitures, and
669 Inductions.
 - 670 e. Annual Leadership Convention – assist in planning and teaching classes as needed
 - 671 f. Council Weekend – assist in planning as needed
 - 672 g. Contact churches, schools, and Pathfinder clubs to encourage development of new TLT
673 and Teen programs. Report results of these contacts to the RMC Executive
674 Coordinator(s).
 - 675 h. Promote and direct area activities such as Teen Summit, Teen River Trip, Teen Survivor,
676 camping trips, athletic events, etc...
 - 677 i. Fairs and Camporees – assist in planning activities as needed
 - 678 j. Pathfinder Bible Bowl – assist with Bible Bowl activities as needed
 - 679 k. Promote participation in community activities, i.e., parades, fairs, area-wide events,
680 mission projects, etc...
- 681 10. Fulfill all requirements of the suggested Administrative Point System, if utilized and
682 implemented as outlined in Article III: Section C: 9.

683 **ARTICLE XII: TRAINING COORDINATOR(S)**

684 **Section A: Selection**

- 685 1. Shall be selected at the annual Leadership Convention for a term of three (3) years, subject to
686 approval of the RMC Youth Director.
- 687 2. Prior to the annual Leadership Convention, nominated Training Coordinator(s) are evaluated
688 and recommendations made by the RMC Youth Director. See Article XIV: Section B:
689 Nomination Process.
- 690 3. The Training Coordinator(s) may be reelected for an unlimited number of consecutive terms.

691 **Section B: Qualifications of the Training Coordinator(s)**

- 692 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
693 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
- 694 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
695 Elder, or an Adventurer/Pathfinder leader.
- 696 3. Must have been a Director of an Adventurer/Pathfinder club for at least three (3) years.
- 697 4. Must be a Master Guide for a minimum of five (5) years.
- 698 5. Must have the PIA or ALG (AIG when it is available) or be working towards completion within
699 one (1) year of Training Coordinator appointment.
- 700 6. Demonstrate a keen interest and maintain active involvement in Adventurer, Pathfinder, Master
701 Guide, and Youth Ministries.
- 702 7. Should possess strong people skills and be a great team player.
- 703 8. Must be willing to submit to a criminal background check as required by the RMC.

- 704 9. Must be willing to submit to yearly evaluations by the leadership at large at the annual
705 Leadership Convention.
- 706 10. Must be an active leader in the RMC Adventurer, Pathfinder, Master Guide Ministries for a
707 minimum of the two (2) previous years.
- 708 11. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
709 subject to approval and 2/3 vote by those members present at the annual Leadership Convention.

710 **Section C: Duties of the Training Coordinator(s)**

- 711 1. Provide input on matters pertaining to RMC Adventurer, Pathfinder, Master Guide, and Youth
712 Ministry Activities.
- 713 2. Have a working relationship with the RMC Youth Director, Executive Coordinator(s),
714 Adventurer Coordinator(s), Pathfinder Coordinator(s), and Master Guide Coordinator(s) and
715 support the RMC Youth Director and Executive Coordinator(s).
- 716 3. Schedule and plan Training weekends, i.e., Adventurer and Pathfinder Basic Staff Training,
717 Master Guide classes, ALG, AIG, PLA, and PIA, to include:
- 718 a. Find and coordinate instructors for courses outlined above.
- 719 b. Coordinate locations and dates for training events.
- 720 c. Coordinate budget items for training weekends with RMC Youth Director.
- 721 d. Create information flyers, newsletter articles, and mailings pertaining to training events.
- 722 4. Coordinate schedules and training dates with the Adventurer/Pathfinder Council.
- 723 5. Work with the RMC Youth Director and Executive Coordinator(s) regarding training classes at
724 the annual Leadership Convention, as set by the training schedule, as needed.
- 725 6. Work with the RMC Youth Director, Executive Coordinator(s), Adventurer Coordinator(s),
726 Pathfinder Coordinator(s), Master Guide Coordinator(s), and Teen Coordinator(s) regarding any
727 other training matters throughout the year.
- 728 7. Assist the RMC Youth Director and Executive Coordinator(s) with other conference activities
729 as needed.
- 730 8. Encourage growth and learning throughout all levels of the RMC Adventurer, Pathfinder,
731 Master Guide, and Youth Ministries.
- 732 9. Attend the Adventurer/Pathfinder Council meetings.
- 733 10. Keep accurate records of travel and contacts. This information should be kept in an appropriate
734 log or report form packet.
- 735 11. Send a report of all Training Coordinator activities to the Executive Coordinator(s) by the 10th
736 of each month.
- 737 12. Submit travel reimbursement requests within 30 days of the incurred expense.
- 738 13. Fulfill all requirements of the suggested Administrative Point System, if utilized and
739 implemented as outlined in Article III: Section C: 9.

740 **ARTICLE XIII: AREA COORDINATORS**

741 **Section A: Selection**

- 742 1. Shall be selected at the annual Leadership Convention and will include absentee voting prior to
743 the annual Leadership Convention for those individuals in the ACs “area leadership” who are
744 unable to attend. “Area leadership” will be defined as the clubs assigned to the Area
745 Coordinator. See Article XIV: Section C: Voting Requirements.

- 746 2. No more than one-fourth (1/4) of the ACs shall be voted or appointed in one year, i.e., if there are
747 eight (8) ACs, this would mean that no more than two (2) are appointed each year to serve a (4)
748 four-year term. ACs may be reelected for an unlimited number of consecutive terms.
- 749 3. Prior to the annual Leadership Convention, nominated Area Coordinators are evaluated and
750 recommendations made by the RMC Youth Director. See Article XIV: Section B: Nomination
751 Process.
- 752 4. The Area Coordinators may be reelected for an unlimited number of consecutive terms.

753 **Section B: Qualifications for Area Coordinators**

- 754 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
755 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
- 756 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
757 Elder, or an Adventurer/Pathfinder leader.
- 758 3. Must have been a Club Director for at least three (3) years or be currently active in a
759 Pathfinder/Adventurer Ministry for at least five (5) years)
- 760 4. Must be a Master Guide or actively pursuing the Master Guide curriculum to be completed
761 within one (1) year of the Area Coordinator's appointment.
- 762 5. Demonstrate a keen interest and maintain active involvement in Adventurer or Pathfinder
763 Ministries.
- 764 6. Should possess strong people skills and be a great team player.
- 765 7. Must submit to a criminal background check as required by the RMC.
- 766 8. Must be willing to submit to yearly evaluations by the leadership at large at the annual
767 Leadership Convention.
- 768 9. Must be an active leader within the RMC Adventurer or Pathfinder Ministries for a minimum of
769 two (2) years.
- 770 10. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
771 subject to approval and 2/3 vote of their respective "area leadership" at the annual Leadership
772 Convention along with absentee voting from their respective "area leadership."

773 **Section C: Duties of the Area Coordinators**

- 774 1. Be available to give assistance to the local Pastor and/or club leadership in promoting and
775 supporting local Conference adventurer/Pathfinder policies and programs.
- 776 2. Contact each club in his/her area once per calendar month to become familiar with its program.
- 777 3. Complete all required evaluations for assigned clubs.
- 778 4. Attend Adventurer/Pathfinder Council meetings to assist in the planning of RMC functions as
779 well as the overall Adventurer/Pathfinder program. These meetings will be held at least
780 quarterly or as often as necessary.
- 781 5. Assist the RMC Youth Director at RMC Adventurer/Pathfinder functions.
- 782 6. Assist the Adventurer or Pathfinder Coordinator(s) in other activities as requested to include but
783 not limited to:
- 784 a. Communication – gather and submit articles/information to Executive Coordinate(s) or
785 webmaster as needed/requested
- 786 b. Investitures – assist in attending Investitures as requested by the Youth Director and
787 Executive Coordinator(s).

- 788 c. Annual Leadership Convention – assist with check in, teaching classes, or any other area
789 as needed/requested by the Executive Coordinator(s)
- 790 d. Fairs and Camporees – assist in planning and conducting as needed
- 791 e. Pathfinder Bible Bowl– assist with Bible Bowl activities as needed
- 792 f. Assist local clubs with such activities as Adventurer/Pathfinder Day Programs,
793 Inductions, and other activities as requested.
- 794 g. Promote and direct area activities such as field trips, athletic events, leader training
795 courses, and leader meetings.
- 796 h. Promote participation in community activities, i.e., parades, fairs, and area-wide events,
797 mission projects, etc.
- 798 i. Fun Days – assist in planning and conducting as needed
- 799 7. Keep accurate records of travel and Adventurer/Pathfinder contacts. This information should be
800 kept in an appropriate log.
- 801 8. Send a report of all of their Adventurer/Pathfinder activities and contact to the RMC Youth
802 Director by the 10th of the following month.
- 803 9. Submit travel reimbursement requests within 30 days of the incurred expense.
- 804 10. Act as a liaison between the RMC and the Adventurer/Pathfinder clubs.
- 805 11. Fulfill all requirements of the suggested Administrative Point System, if utilized and
806 implemented as outlined in Article III: Section C: 9.

807 **Section D: Area Coordinator in Training (ACIT)**

- 808 1. Shall be nominated and approved by the RMC Adventurer/Pathfinder Council.
- 809 2. Shall be assigned to an Area Coordinator for mentoring until:
- 810 a. They are deemed ready by the Adventurer/Pathfinder Council.
- 811 b. A position becomes available.
- 812 3. Shall be subject to the duties and accountabilities as outlined in Article XIII: Section C.
- 813 4. ACITs are not members of the Adventurer/Pathfinder Council. However, they may be invited
814 guests or attend in the absence of their assigned AC.

815 **SECTION XIV: NOMINATION AND VOTING PROCESS**

816 **Section A: Positions**

817 This process applies to the following positions: Executive Coordinator(s), Adventurer
818 Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Adventurer Family
819 Networking Coordinator(s), Teen Coordinator(s), Training Coordinator(s), Teen Representatives,
820 Assistant Teen Representatives, Adventurer/Pathfinder “At Large” Council Members,
821 Adventurer/Pathfinder Sub-Council “At Large” Members, and Adventurer/Pathfinder Area
822 Coordinators.

823 **Section B: Nomination Process**

- 824 1. Clubs will be notified, by the Executive Coordinator(s), of the elected positions that will expire
825 at the upcoming annual Leadership Convention. Notification shall occur no later than 60 days
826 prior to the convention. All letters will be sent out to the club directors and then should be

- 827 forwarded by them to their staff members. All RMC Adventurer and Pathfinder leaders, staff,
828 and Teens/TLTs have a voice in the nomination process.
- 829 2. Upon notification, clubs may either recommend reappointment or submit names for
830 replacement. Names must be submitted to the RMC Youth Department in writing no later than
831 45 days prior to the convention. Submitted names shall be forwarded to the
832 Adventurer/Pathfinder Sub-Council for tracking purposes.
 - 833 3. Nominations will be reviewed and compiled by the Youth Director for verification and
834 accuracy. Any discrepancies and/or concerns will be addressed by the Youth Director and
835 Adventurer/Pathfinder Executive Committee for resolution, utilizing the Matthew 18 Principle.
836 The compiled list will be sent to the club directors no later than 30 days prior to the convention
837 to provide opportunity for feedback. Absentee ballots for Area Coordinators only will be sent at
838 this time.
 - 839 4. The RMC Youth Director must receive any concerns or feedback no later than 15 days prior the
840 convention. In the absence of the RMC Youth Director, the nominations will be compiled by the
841 Executive Coordinator(s).
 - 842 5. Absentee votes must be submitted in writing to the RMC Youth Director no later than one (1)
843 week prior to the annual Leadership Convention.
 - 844 6. Nominations approved by the RMC Youth Director will be presented for a vote at the business
845 meeting during the annual Leadership Convention.
 - 846 7. All elected positions may be reelected for an unlimited number of terms.

847 **Section C: Voting Requirements**

- 848 1. All voting will be performed by secret ballot.
- 849 2. The Executive Coordinator(s) will require a 2/3 vote of all Adventurer and Pathfinder leadership
850 and teens/TLTs present at the annual Leadership Convention as well as the Youth Director,
851 Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Adventurer
852 Family Networking Coordinator(s), Teen Coordinator(s), Training Coordinator(s), and all
853 Adventurer and Pathfinder Area Coordinators.
- 854 3. The Adventurer Coordinator(s) will require a 2/3 vote of all Adventurer leadership present at the
855 annual Leadership Convention including the Youth Director, Executive Coordinator(s), Master
856 Guide Coordinator(s), Adventurer Family Networking Coordinator(s), and all Adventurer Area
857 Coordinators.
- 858 4. The Pathfinder Coordinator(s) will require a 2/3 vote of all Pathfinder leadership and
859 teens/TLTs present at annual Leadership Convention as well as the Youth Director, Executive
860 Coordinator(s), Master Guide Coordinator(s), Teen Coordinator(s), and Pathfinder Area
861 Coordinators.
- 862 5. The Master Guide Coordinator(s) will require a 2/3 vote of all Adventurer and Pathfinder
863 leadership as well as the Youth Director, Executive Coordinator(s), Adventurer Coordinator(s),
864 Pathfinder Coordinator(s), Teen Coordinator(s), Adventurer Family Networking Coordinator(s),
865 Training Coordinator(s), and all Adventurer and Pathfinder Area Coordinators.
- 866 6. The Adventurer Family Networking Coordinator(s) will require a 2/3 vote of all Adventurer
867 leadership present at the annual Leadership Convention as well as the Youth Director, Executive
868 Coordinator(s), Adventurer Coordinator(s), and Adventurer Area Coordinator(s).

- 869 7. The Teen Coordinator(s) will require a 2/3 vote of all Pathfinder leadership and teens/TLTs
870 present at the annual Leadership Convention as well as the Youth Director, Executive
871 Coordinator(s), Pathfinder Coordinator(s), and Pathfinder Area Coordinators.
- 872 8. The Training Coordinator(s) will require a 2/3 vote of all Adventurer and Pathfinder leadership
873 and teens/TLTs present at the annual Leadership Convention as well as the Youth Director,
874 Executive Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide
875 Coordinator(s), Adventurer Family Networking Coordinator(s), Teen Coordinator(s), and all
876 Adventurer and Pathfinder Area Coordinators.
- 877 9. The Area Coordinators will require a 2/3 vote of each Area Coordinator’s “area leadership.”
878 “Area leadership” will be defined as the clubs assigned to the Area Coordinator. This includes
879 all directors, staff, and teens/TLTs in that Area Coordinators area. The Youth Director,
880 Executive Coordinator(s), and Master Guide Coordinator(s) will vote on all ACs. The
881 Adventurer Coordinator(s) and Adventurer Family Networking Coordinator(s) will vote on
882 Adventurer ACs, and the Pathfinder Coordinator(s) and Teen Coordinator(s) will vote on the
883 Pathfinder ACs.
- 884 10. The vote for the Adventurer/Pathfinder Council “At Large” member positions will be conducted
885 as outlined in Article IV: Adventurer/Pathfinder Council, Section B: Selection.
- 886 11. The vote for the Adventurer/Pathfinder Sub-Council “At Large” member positions will be
887 conducted as outlined in Article XIV: Adventurer/Pathfinder Sub-Council, Section B: Selection.
- 888 12. The Pathfinder Assistant Teen Representatives to the Council will require a majority vote by all
889 Teens/TLTs present at the annual Leadership Convention as well as the Youth Director,
890 Executive Coordinator(s), Pathfinder Coordinator(s), Teen Coordinator(s), and Teen
891 Committee. If there is not a winner by majority vote, then the top two with the highest number
892 of votes will advance to a second round of voting, as outlined previously. The individual with
893 the highest number of votes will become the Assistant Teen Rep.
- 894 13. Absentee voting will be allowed for Area Coordinator positions up to one (1) week prior to the
895 annual Leadership Convention for those individuals who are unable to attend the annual
896 Leadership Convention. Absentee ballots will only be sent to the Area Coordinators “area
897 leadership.”
- 898 14. In the absence of the Youth Director, all absentee votes must be submitted in writing to the
899 Executive Coordinator(s) no later than one (1) week prior to the annual Leadership Convention.
- 900 15. If any position fails to pass a vote and becomes vacant, the RMC Youth Director will appoint a
901 person(s) to fill the vacant position according to the process outlined in Article XVI:
902 Replacement Process. For example: An Area Coordinator serving in a position may become
903 “appointed” to the position of the only reason a 2/3 vote could not be obtained was due to the
904 lack of attendance by the ACs “area leadership” and not enough absentee votes were submitted
905 prior to the annual Leadership Convention to account for 2/3 of the respective leadership.

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LEADERSHIP VOTING TABLE

		PEOPLE VOTING														Votes Required to pass		
		Youth Director	Executive Coordinator(s)	Adventurer Coordinator(s)	Pathfinder Coordinator(s)	Master Guide Coordinator(s)	Adv Family Networking Coord	Teen Coordinator(s)	Training Coordinator(s)	Adventurer Area Coordinator(s)	Pathfinder Area Coordinator(s)	Bible Bowl Coordinator	Area Leadership	Adventurer Leadership present	Pathfinder Leadership present		Teens / TLTs present	Teen Committee
POSITION BEING VOTED	Executive Coordinator(s)	X		X	X	X	X	X	X	X	X	X		X	X	X		2/3
	Adventurer Coordinator(s)	X	X			X	X		X	X	X			X				2/3
	Pathfinder Coordinator(s)	X	X			X		X	X		X	X			X	X		2/3
	Master Guide Coordinator(s)	X	X	X	X				X	X	X			X	X	X		2/3
	Adv Fam Networking Coord	X	X	X										X				2/3
	Teen Coordinator(s)	X	X		X							X	X			X	X	2/3
	Training Coordinator(s)	X	X	X	X	X								X	X			2/3
	Adventurer Area Coordinators	X	X	X		X	X							X				2/3
	Pathfinder Area Coordinators	X	X		X	X		X					X	X				2/3
	Adventurer "At Large" Members	X	X	X			X			X				X				2/3
	Pathfinder "At Large" Members	X	X		X			X				X	X			X	X	2/3
	Teen Reps																	
	Assistant Teen Reps	X	X		X			X									X	X

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913 **ARTICLE XV: REMOVAL PROCESS**

914 **Section A: Positions**

915 This process applies to the following positions: Executive Coordinator(s), Adventurer
 916 Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Adventurer Family
 917 Networking Coordinator(s), Teen Coordinator(s), Training Coordinator(s), Teen Representatives,
 918 Assistant Teen Representatives, Adventurer/Pathfinder Council "At Large" members,
 919 Adventurer/Pathfinder Sub-Council "At Large" members, and Adventurer/Pathfinder Area
 920 Coordinators.

921 **Section B: Removal**

- 922 1. Any person in an elected position, who cannot continue to serve appropriately and effectively,
 923 must resign from their office by contracting the RMC Youth Director via a letter of resignation.
- 924 2. Any person in an elected position who becomes inactive in his/her duties in that position, i.e.,
 925 has missed two (2) or more council or sub-council meetings or other conference sponsored
 926 events, without prior arrangements, may be removed by a majority vote of the
 927 Adventurer/Pathfinder Council at the next scheduled meeting.
- 928 3. If the RMC Youth Director discerns that an officer must be removed for any reason, the biblical
 929 process defined in the SDA Church Manual and The Matthew 18 Principle will be followed.

930 **ARTICLE XVI: REPLACEMENT PROCESS**

931 **Section A: Positions**

932 This process applies to the following positions: Executive Coordinator(s), Adventurer
933 Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Adventurer Family
934 Networking Coordinator(s), Teen Coordinator(s), Training Coordinator(s), Adventurer/Pathfinder
935 Council “At Large” members, Adventurer/Pathfinder Sub-Council “At Large” members, and
936 Adventurer/Pathfinder Area Coordinators.

937 **Section B: Replacement**

- 938 1. If a replacement is needed during the year, the RMC Youth Director will appoint an interim
939 person to fill that position. In the absence of the RMC Youth Director, appointments will be
940 made by the Executive Coordinator(s).
- 941 2. All such appointments must be approved by a 2/3 vote of the Adventurer/Pathfinder Council
942 total membership.
- 943 3. Any new appointee will serve out the remainder of the term of the position replaced.

944 **ARTICLE XVII: AMENDMENT PROCESS** (see Appendix V)

- 945 1. This document may only be amended at the annual Leadership Convention by a 2/3 vote of the
946 Adventurer/Pathfinder leadership present at the convention including the Executive
947 Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide
948 Coordinator(s), Adventurer Family Networking Coordinator(s), Teen Coordinator(s), Training
949 Coordinator(s), and all Area Coordinators.
- 950 2. A Constitution Committee will review the Adventurer/Pathfinder Constitution every five (5)
951 years beginning in 2003.
- 952 3. This committee will include the RMC Youth Director and six (6) members, three (3) will be
953 Adventurer representatives and three (3) will be Pathfinder representatives, to be voted on at the
954 annual Leadership Convention, as well as one (1) person appointed by the RMC Youth Director
955 with previous active experience working on the RMC Constitution Committee. The Executive
956 Coordinator(s) are excluded from this committee.
- 957 4. The committee will be convened at the four-year mark so that they will have one (1) year to
958 work on the constitution before the five-year mark, i.e., if the constitution is to be reviewed and
959 voted in 2013, then the committee will be voted in 2012.

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APENDIX I

Appointed Positions

972 **Section A: Background**

973 As stated in Article III: RMC Youth Director, the RMC Youth Director may appoint other
974 temporary positions to the Adventurer/Pathfinder Conference Staff. The Adventurer/Pathfinder
975 Council must approve such appointments.

976 **Section B: Action**

- 977 1. An individual, or couple, may be appointed to fill specific needs as deemed necessary by the
978 RMC Youth Director to allow for major issues or functions to be addressed.
- 979 2. These positions may include, but not limited to: Bible Bowl Coordinator, Conference Drill
980 Master, etc...
- 981 3. Any position added shall not change the overall reporting structure of the Youth Department.
982 However, they will report directly to the Adventurer, Pathfinder, or Master Guide
983 Coordinator(s) depending on which ministry their position is designated to serve with.
- 984 4. The appointed positions will not serve as full-time members of the Adventurer/Pathfinder
985 Council but will occasionally be invited to attend either the Sub-council and/or Council
986 meetings to give an update on upcoming events.
- 987 5. The appointed positions will only having voting privileges at those meetings to which they are
988 invited.
- 989 6. Any position added will require a 2/3 vote by those members present at the first
990 Adventurer/Pathfinder Council meeting following the appointment.
- 991 7. Job descriptions/positions added will be kept attached as Appendix: I.

992 **ARTICLE I: BIBLE BOWL MASTER**

993 **Section A: Selection**

- 994 1. As outlined in Appendix III: Section B, the Bible Bowl Master will be appointed as deemed
995 necessary by the RMC Youth Director.
- 996 2. The Bible Bowl Master may be appointed for an unlimited number of consecutive years.

997 **Section B: Qualifications of the Bible Bowl Master**

- 998 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
999 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
- 1000 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
1001 Elder, or an Adventurer/Pathfinder leader.
- 1002 3. Must have been a Pathfinder Club Director for at least three (3) years.
- 1003 4. Must be a Master Guide or actively pursuing the Master Guide curriculum, to be completed
1004 within one (1) year of the Bible Bowl Master's appointment.
- 1005 5. Demonstrate a keen interest and maintain active involvement in Pathfinder Ministries.
- 1006 6. Should possess strong people skills and be a great team player.
- 1007 7. Must be willing to submit to criminal background checks as required by the RMC.

- 1008 8. Must be an active leader in the RMC Pathfinder Ministry for a minimum of the two (2) previous
1009 years.
1010 9. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
1011 subject to approval and 2/3 vote by those members present at the Adventurer/Pathfinder Council
1012 meeting following appointment.

1013 **Section C: Duties of the Bible Bowl Master**

- 1014 1. Be available to give assistance to the local Pastor and/or club leadership in promoting and
1015 supporting local conference, union, and General Conference Pathfinder Bible Bowl
1016 programming.
1017 2. Organize and plan the RMC Bible Bowl program. Planning shall include but not necessarily
1018 limited to the guidelines and information contained in the Pathfinder Bible Bowl/Experience
1019 manual. This will also include:
1020 a. Assign a lead Area Coordinator for each Area Bible Bowl.
1021 b. Assign a Quiz Master for each Area Bible Bowl.
1022 c. Secure a location for each Area Bible Bowl.
1023 d. Assist each lead Area Coordinator in coordinating programming if necessary.
1024 e. Ensure each lead Area Coordinator has the required equipment to run the Area Bible
1025 Bowl. Equipment will be stored at and distributed through the Youth Department.
1026 3. Organize and convene a Bible Bowl Committee of no more than five (5) members to help
1027 facilitate, implement, and run Bible Bowl activities as scheduled. The committee shall consist of
1028 the Youth Director or his/her appointee, Executive Coordinator(s), Bible Bowl Master, and two
1029 (2) active Pathfinder Council members of the Bible Bowl Master's choosing. These members do
1030 not need to be voted at the annual Leadership Convention but shall be approved by the RMC
1031 Youth Director and Adventurer/Pathfinder Sub-Council.
1032 4. Assist the Executive Coordinator(s) with other activities as requested.
1033 5. In coordination with the Youth Director or his/her appointee, attend Union and Divisional Bible
1034 Bowl/Experience meetings, in and out of the conference, when requested. If unable to attend,
1035 forward all applicable information to the Youth Director or his/her appointee to be presented at
1036 said meetings.
1037 6. Attend the Adventurer/Pathfinder Sub-council and/or Council meetings when invited.
1038 7. Keep accurate records of travel and Pathfinder contacts. This information should be kept in an
1039 appropriate log.
1040 8. Submit approved travel reimbursement request within 30 days of the incurred expense.

1041 **ARTICLE II: CONFERENCE DRILL MASTER**

1042 **Section A: Selection**

- 1043 1. As outlined in Appendix III: Section B, the Conference Drill Master will be appointed as
1044 deemed necessary by the RMC Youth Director
1045 2. The Conference Drill Master may be appointed for an unlimited number of consecutive years.

1046 **Section B: Qualifications of the Conference Drill Master**

- 1047 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
1048 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
1049 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
1050 Elder, or an Adventurer/Pathfinder leader.
1051 3. Must have at least three years experience as a Pathfinder club Drill Instructor.
1052 4. Must be a Master Guide or working towards completion within one (1) year of the Conference
1053 Drill Master's appointment.
1054 5. Demonstrate a keen interest and maintain active involvement in Pathfinder Ministries.
1055 6. Should possess strong people skills and be a great team player.
1056 7. Must be willing to submit to background checks as required by the RMC.
1057 8. Must be an active leader in the RMC Pathfinder Ministry for a minimum of the two (2) previous
1058 years.
1059 9. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
1060 subject to approval and 2/3 vote by the members present at the first Adventurer/Pathfinder
1061 Council meeting following appointment.

1062 **Section C: Duties of the Conference Drill Master**

- 1063 1. Provide input on matters pertaining to RMC Pathfinder, Master Guide, and Youth Ministry
1064 activities.
1065 2. Have a working relationship with and support the RMC Youth Director, Executive
1066 Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), and Training
1067 Coordinator(s).
1068 3. Be the main point-of-contact for Pathfinder clubs regarding Drill and March issues and Flag
1069 etiquette.
1070 4. Be available to provide training to Pathfinder club Drill Instructors.
1071 5. Organize and facilitate the parades during Pathfinder Fair and Adventurer Fun Day.
1072 6. Organize and facilitate Drill and March competitions at Pathfinder Fair.
1073 7. Organize and facilitate flag raising and lowering ceremonies during Pathfinder events.
1074 8. Create and/or maintain Drill and March score sheets, requirements, and educational materials.
1075 9. Encourage growth and learning throughout all levels of the RMC Adventurer, Pathfinder,
1076 Master Guide, and Youth Ministries.
1077 10. Attend the Adventurer/Pathfinder Sub-Council and/or Council meetings when invited.
1078 11. Submit approved travel reimbursement request within 30 days of the incurred expenses.
1079 12. Have knowledge of and utilize the NAD Pathfinder Club Drill Manual.

1080 **ARTICLE III: OUTDOORSMAN MASTER**

1081 **Section A: Selection**

- 1082 1. As outlined in Appendix III: Section B, the Outdoorsman Master will be appointed as deemed
1083 necessary by the RMC Youth Director.
1084 2. The Outdoorsman Master may be appointed for an unlimited number of consecutive years.

1085 **Section B: Qualifications of the Outdoorsman Master**

- 1086 1. Must be a baptized member of the SDA Church in good and regular standing, believe and support all
1087 fundamental SDA doctrines, and uphold the high standards of the SDA Church.

- 1088 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church Elder, or a
1089 Pathfinder leader.
1090 3. Must demonstrate keen interest and strong skills in outdoor education
1091 4. Must be a Master Guide or be working towards completion within one (1) year of the Outdoorsman
1092 Master appointment.
1093 5. Should possess strong people skills and be a great team player.
1094 6. Must be willing to submit to a criminal background check as required by the RMC.
1095 7. Must be an active leader in the RMC Pathfinder Ministry for a minimum of the two (2) previous years.
1096 8. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
1097 subject to approval and 2/3 vote by the members present at the first Adventurer/Pathfinder
1098 Council meeting following appointment.

1099 **Section C: Duties of the Outdoorsman Master**

- 1100 1. Provide input on matters pertaining to RMC Pathfinder, Master Guide, and Youth Ministry Outdoor
1101 Activities.
1102 2. Have a working relationship with and support the RMC Youth Director, Executive Coordinator(s),
1103 Pathfinder Coordinator(s), and Master Guide Coordinator(s).
1104 3. Be the main point-of-contact for Pathfinder clubs regarding resources for outdoor activities and
1105 locations.
1106 4. Be able to give assistance to Local club leadership or RMC leadership on site selection for outdoor
1107 events.
1108 5. Be available to provide training to local club leadership or RMC leadership on Outdoor Education
1109 including, but not limited to: Backpacking, Campcraft, Camping Skills, Hiking, Outdoor Leadership,
1110 Wilderness Living, and Winter Camping.
1111 6. Encourage growth and learning throughout all levels of the RMC Pathfinder, Master Guide, and Youth
1112 Ministries.
1113 7. Attend the Adventurer/Pathfinder Council meetings and Sub-Council meetings when invited.
1114 8. Submit travel reimbursement requests within 30 days of the incurred expense.

1115 **ARTICLE IV: PINWOOD DERBY MASTER**

1116 **Section A: Selection**

- 1117 1. As outlined in Appendix III: Section B, the Pinewood Derby Master will be appointed as
1118 deemed necessary by the RMC Youth Director.
1119 2. The Pinewood Derby Master may be appointed for an unlimited number of consecutive years.

1120 **Section B: Qualifications of the Pinewood Master**

- 1121 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
1122 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
1123 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
1124 Elder, or a Pathfinder leader.
1125 3. Must demonstrate keen interest and strong skills in outdoor education
1126 4. Must be a Master Guide or be working towards completion within one (1) year of the
1127 Outdoorsman Master appointment.
1128 5. Should possess strong people skills and be a great team player.
1129 6. Must be willing to submit to a criminal background check as required by the RMC.

- 1130 7. Must be an active leader in the RMC Pathfinder Ministry for a minimum of the two (2) previous
1131 years.
1132 8. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
1133 subject to approval and 2/3 vote by the members present at the first Adventurer/Pathfinder
1134 Council meeting following appointment.

1135 **Section C: Duties of the Pinewood Derby Master**

- 1136 1. Provide input on matters pertaining to RMC Pathfinder, Master Guide, and Youth Ministry
1137 Outdoor Activities.
1138 2. Have a working relationship with and support the RMC Youth Director, Executive
1139 Coordinator(s), Pathfinder Coordinator(s), and Master Guide Coordinator(s).
1140 3. Be the main point-of-contact for Pathfinder clubs regarding resources for Pinewood Derby
1141 Events.
1142 4. Be available to RMC Pathfinder clubs to provide training on Pinewood Derby cars.
1143 5. Have a working knowledge of all matters pertaining to Pinewood Derby, such as construction,
1144 weigh in, tracks, running the Derby, etc.
1145 6. Maintain the Pinewood Derby tracks.
1146 7. Assist the RMC Pathfinder Leadership on facilitating a date and location for the race.
1147 8. Facilitate the Racing events including weigh in, setup, and tear down.
1148 9. Assist in finding volunteers to fill various positions, as needed, to help with Pinewood Derby
1149 events. These positions may include but are not limited to: Assistant Pinewood Derby Master,
1150 Track Officer, Head Judge, Assistant Judge, Official Scorekeeper, and Publicity Officer.
1151 10. Work with the Sub-council and Council to facilitate ordering appropriate awards and/or
1152 trophies.
1153 11. Encourage growth and learning throughout all levels of the RMC Pathfinder, Master Guide, and
1154 Youth Ministries.
1155 12. Attend the Adventurer/Pathfinder Council meetings and Sub-Council meetings when invited.
1156 13. Submit travel reimbursement requests within 30 days of the incurred expense.

1157 **ARTICLE V: AUDIO/VIDEO (A/V) MASTER**

1158 **Section A: Selection**

- 1159 1. As outlined in Appendix III: Section B, the A/V Master will be appointed as deemed necessary
1160 by the RMC Youth Director.
1161 2. The A/V Master may be appointed for an unlimited number of consecutive years.

1162 **Section B: Qualifications of the Audio/Video (A/V) Master**

- 1163 1. Must be a baptized member of the SDA Church in good and regular standing, believe and
1164 support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.
1165 2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church
1166 Elder, or a Pathfinder leader.
1167 3. Must be a Master Guide or be working towards completion within one (1) year of the A/V
1168 Master appointment.
1169 4. Should possess strong people skills and be a great team player.

- 1170 5. Must be willing to submit to a criminal background check as required by the RMC.
1171 6. Must be an active leader in the RMC Pathfinder Ministry for a minimum of the two (2) previous
1172 years.
1173 7. Any exceptions to the above qualifications can only be made by the RMC Youth Director,
1174 subject to approval and 2/3 vote by the members present at the first Adventurer/Pathfinder
1175 Council meeting following appointment.

1176 **Section C: Duties of the Audio/Video (A/V) Master**

- 1177 1. Provide input on matters pertaining to RMC Adventurer, Pathfinder, Master Guide, and Youth
1178 Ministry activities.
1179 2. Have a working relationship with and support the RMC, Youth Director, Executive
1180 Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), and Master Guide
1181 Coordinator(s).
1182 3. Be the main point-of-contact for RMC Adventurers and Pathfinders regarding audio/video
1183 needs.
1184 4. Be available to RMC Youth Director, Executive Coordinator(s), Adventurer Coordinator(s),
1185 Pathfinder Coordinator(s), Master Guide Coordinator(s), Training Coordinator(s), Bible Bowl
1186 Master, etc, to provide A/V assistance as needed.
1187 5. Have a working knowledge of all matters pertaining to Audio/Video equipment.
1188 6. Assist the RMC Adventurer/Pathfinder Leadership with audio/video equipment for training
1189 events or other needs as approved by the RMC Adventurer/Pathfinder Council.
1190 7. Distribute, setup, and tear down all audio/video equipment in the individual classrooms during
1191 the annual Leadership Convention and other events as needed.
1192 8. Work with the Sub-council and Council to facilitate ordering appropriate audio/video
1193 equipment.
1194 9. Encourage growth and learning throughout all levels of the RMC Adventurer, Pathfinder,
1195 Master Guide, and Youth Ministries.
1196 10. Attend the Adventurer/Pathfinder Council meetings and Sub-Council meetings when invited.
1197 11. Submit travel reimbursement requests within 30 days of the incurred expense.

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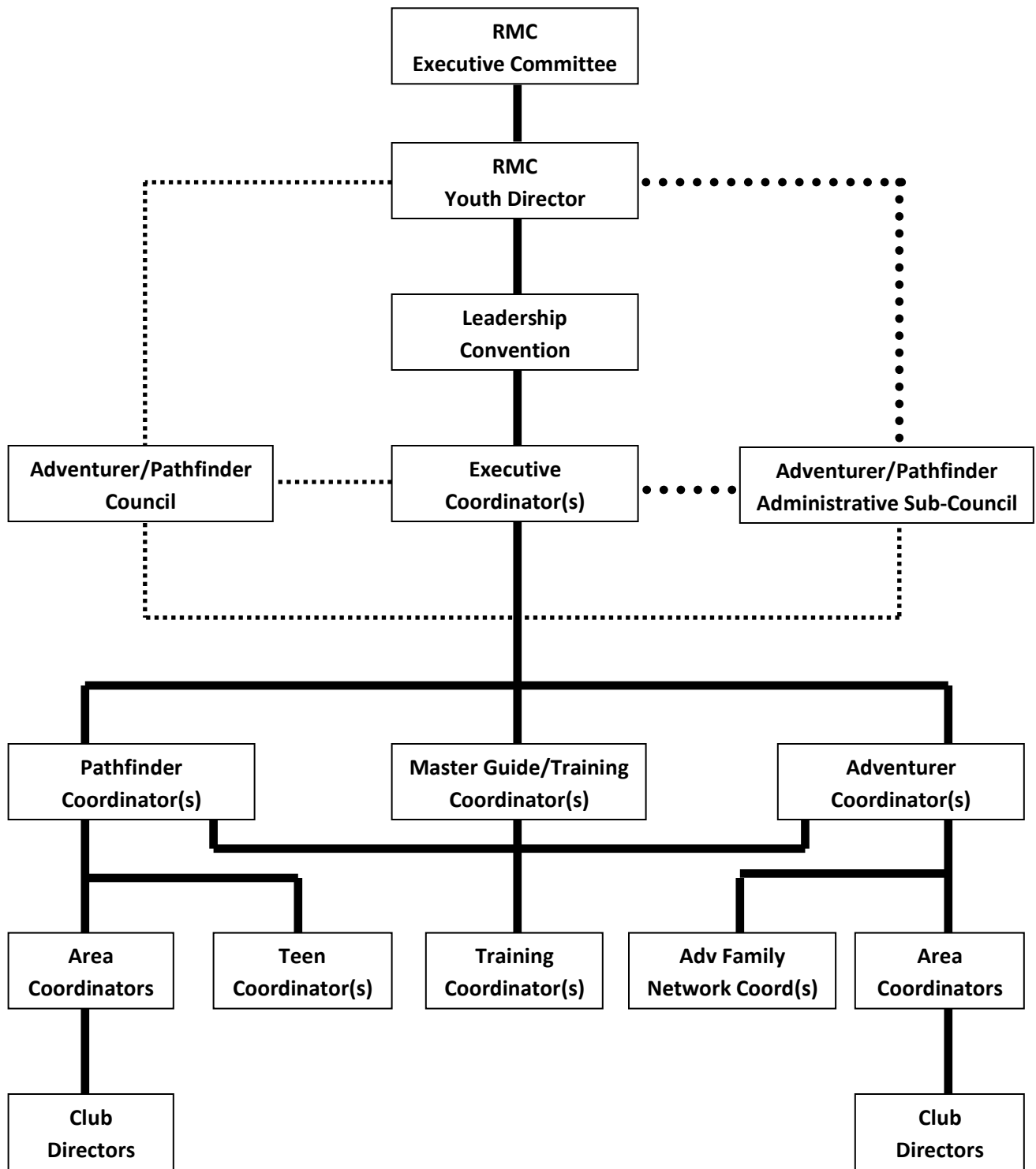
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APPENDIX II

Flow Chart for The RMC Adventurer/Pathfinder Organizations



———— - Direct Communication Flow **.....** - Administrative Communication Flow
..... - Alternate Administrative Communication Flow

APPENDIX III
Sample of the Suggested Administrative Point system

Executive Coordinator(s)

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Executive Coordinator's Name: _____

October 1 - September 30 Year _____

<u>Accountability Items</u>	<u>Notes</u>	<u>Points Possible</u>	<u>Points Earned</u>
Pathfinder/Adventurer Council Meetings		800*	
Pathfinder Sub-Council Meetings		1200*	
Attend Pathfinder Fair		200	
Attend Adventurer Fun Day		200	
RMC Leadership Convention		300	
Teaching at a Conference Sponsored Event		100-500*	
Visit 1 church without a Pathfinder club		100	
Visit 1 church without an Adventurer club		100	
Monthly Reports - fill out & turn in to RMC		1200*	
Attend 2 Inductions (1 Adv.& 1 Path)		200**	
Attend 1 Pathfinder Sabbath		200	
Attend 1 Adventurer Sabbath		200	
Attend Pathfinder Camporee		200	
Attend 4 Investitures (2 Adv. & 2 Path)		400**	
Year-End-Review with Youth Director		400-600	
TOTAL		6200-6800	
Start up a new club (BONUS)		500	
Total with bonus		6700-7300	

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1242 * Based on 100 pts per council meeting, report form, or class taught
1243 ** Based on percentage visited or attended

1244 6500+ points = \$100 Gift Certificate
1245 6200-6499 pts = \$50 Gift Certificate
1246 5900-6199 pts = \$25 Gift Certificate
1247 5600-5899 pts = Hearty Thanks
1248 Less than 5600 = Mid-year review required

APPENDIX IV

RMC Adventurer and Pathfinder History

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1251 **August 1984**

At the Rocky Mountain Conference Camporee, in the Tetons of Wyoming, near Togwotee Pass, in August 1984, discussion was given to the need for an Area Coordinator program.

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1254 **October 1984**

In October 1984, at the Pathfinder Leadership Convention at Glacier View Ranch, Pastor Al Williamson called together Don Beans, Terry Dodge, Tim Freeman, Gerry Moses, Bill Nelson, Henry Vaden, and John Vaden to develop an Area Coordinator program to help him share the load of the Rocky Mountain Conference Pathfinder ministry. Duties would include: assist with Investitures, Camporees, Fairs, Induction ceremonies, and to promote the Pathfinder ministry throughout the Rocky Mountain Conference. John Vaden was then elected Executive Coordinator.

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1261 **August 1985**

“CAMP HALE CAMPOREE,” the first North American Division (NAD) Camporee, was held at Camp Hale, Colorado. There were 16,129 Pathfinders and staff representing 940 clubs. There were also 1500 volunteers present.

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1264 **January 1986**

In January 1986, Lila Barton, Ken Jerabek, and Edryn Kast were added as Coordinators. Also, Larry Pester filled Henry Vaden’s place and Betty Tech filled Tim Freeman’s place.

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1267 **Spring 1986**

When Don Beans moved to the South in the spring of 1986, the number of Area Coordinators remained at eight.

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1269 **February 1988**

In February 1988, under the direction of Pastor Ron Whitehead and the Area Coordinators, a Pathfinder Constitution sub-committee was established to draw up a constitution. The sub-committee members were: Pastor Ron Whitehead, Lila Barton, Gerry Moses, and John Vaden.

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1273 **August 1989**

We went to Mount Union, Penn for the “FRIENDSHIP CAMPOREE” and had a wonderful time. Pastor Ron Whitehead was our Youth Director at that time. Over 18,000 Pathfinders attended.

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1276 **Late 1990/Early '91**

Ron Whitehead had a dream. We wanted to put on a Camporee that broke even with no help from NAD or The Union Conference. We started to make plans. Yes, it was scary, but we knew if we did it like a business and built good people as the key people that we would make it. We really did not know how successful we were until it was all over. The Camporee was “DARE TO CARE.”

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1281 **Early 1990s**

RMC adopted the NAD Adventurer Program. Sue Nelson was the 1st Adventurer Coordinator.

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1283 **1994**

“DARE TO CARE,” an international Pathfinder Camporee, was hosted and run by the RMC. There were 12,232 attendees from 23 different countries. It was 10 miles west of Denver near the Red Rocks Amphitheater at Bandimere Speedway.

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1286 **April 1995**

Ron Whitehead left to start the CENTER FOR YOUTH EVANGELISM at Berrien Springs, Michigan. There another Camporee was born.

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1288	August 1997	Phil Muthersbaugh became the RMC Youth Director.
1289	June 1999	Joe Savino became the new RMC Youth Director.
1290		Another International Camporee is scheduled for 2004. The theme will be “FAITH
1291		ON FIRE.”
1292	August 1999	“DISCOVER THE POWER” was the next International Camporee. RMC ran the
1293		Panning for Gold activity and built an old mining town and ran it. It was very
1294		successful, and they want it back again in 2004. Over 22,200 Pathfinders attended.
1295	Late 2001/Early '02	Joe Savino reconvened a Constitution Committee to review and update the
1296		Pathfinder Constitution. The committee members were: Pastor Joe Savino, Michael
1297		Bright, Chris Hill, Pastor Herman Ottshofski, and Mark Wakefield.
1298	June 2002	Carla Wakefield was voted in as the 3 rd Adventurer Coordinator.
1299	July 2002	Tobin Dodge became the new RMC Youth Director.
1300	August 2002	Lila Barton, Ken Jerabek, Sue Nelson, and Mark Wakefield were the first four (4)
1301		Master Guides to be invested with their Pathfinder Leadership Award (PLA) in the
1302		RMC. This was done at the MAU Camporee in Lexington, Nebraska.
1303	September 2003	Tobin Dodge received a call to become the Ranch Manager at Glacier View Ranch
1304		(GVR) therefore vacating the position of Youth Director.
1305		The RMC Adventurers and Pathfinders voted in at the annual Leadership Convention
1306		to accept the new and revised constitutions, one for each ministry, to be reviewed
1307		and updated every five (5) years.
1308	February 2004	Lila Barton, Ken Jerabek, and Mark Wakefield were the first three (3) Master Guides
1309		to be invested with their Pathfinder Instructor Award (PIA) in the RMC. This was
1310		done at the NAD Leadership Convention in Denver, Colorado.
1311	June 2004	Peter Braman became the new RMC Youth Director.
1312		Mark and Carla Wakefield were voted in as the new Adventurer/Pathfinder
1313		Executive Coordinators.
1314	August 2004	“FAITH ON FIRE” was the next International Camporee. It was once again held in
1315		Oshkosh, Wisconsin. RMC ran the “Nugget City,” which was an old mining town
1316		with panning for gold, a jail with a lot of “outlaws,” an old fur trapper’s cabin, a
1317		Church with stained glass (Plexiglas) windows, and an old train. It was a huge
1318		success with over 33,000 attendees from over 100 countries.
1319	September 2005	Kathy MacDonald was voted in as the 4 th Adventurer Coordinator.
1320	January 2006	Don and Chris Hill were voted in as the new Adventurer/Pathfinder Executive
1321		Coordinators.
1322	February 2006	The NAD Adventurer Committee voted in the new Little Lamb program in
1323		Jacksonville, Florida. Part of the curriculum was from the RMC program that was
1324		developed by Denise Bittler when she was the RMC Adventurer Coordinator. The
1325		Little Lamb song “Jesus is My Shepherd” was written by Mark Wakefield from the
1326		RMC.

1327 **July 2007** 1st annual Pathfinder Leadership Award (PLA) training weekend was held in the
1328 RMC.

1329 **September 2007** It was voted at the annual Leadership Convention to combine the Adventurer and
1330 Pathfinder Constitutions into one (1) constitution representing both ministries
1331 equally. The Constitution Committee was then voted in consisting of three (3)
1332 Adventurer representatives who were Michael Gonzalez, Mara Espinosa, and Carla
1333 Wakefield and three (3) Pathfinder representatives who were Dale Bridger, Chuck
1334 Gadway, and Mark Wakefield. Pastor Pete Braman was also on the committee due to
1335 his position as Youth Director.

1336 **October 2007** The Adventurer and Pathfinder Councils voted to combine into one united
1337 Adventurer/Pathfinder Council.

1338 **February 2008** Mark and Carla Wakefield were the first two (2) Master Guides in the RMC to be
1339 invested with the Adventurer Leadership Growth (ALG). They were also two (2) of
1340 the first six (6) people invested with this award in the NAD. This was done at the
1341 NAD Leadership Convention in Dallas, Texas.

1342 **August 2009** “COURAGE TO STAND” was the next International Camporee. It was once again
1343 held in Oshkosh, Wisconsin. RMC was in charge of the hangers containing all of the
1344 Honors as well as watching over the inflatable activities. Over 36,000 attendees from
1345 over 100 countries were in attendance.

1346 **June 2010** The 1st Adventurer Leadership Growth (ALG) training weekend was held.
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APPENDIX V

Article of Amendments

September 2004
Revised August 2008

STATEMENT OF PURPOSE

Section A: Background

1. As stated in **Article XVII: Amendment Process** of the Adventurer/Pathfinder Constitution, the constitution may only be amended at the annual Leadership Convention by a 2/3 vote of the members present at the annual Leadership Convention. The Adventurer/Pathfinder Constitution will be reviewed every five (5) years beginning in 2003 by a Constitution Committee.
2. Upon review of the Adventurer/Pathfinder Constitution for the upcoming elections that will take place in September 2004 at the annual Leadership Convention, it was noted that the number of votes required to pass a nominated leadership position had been left out. See Article XIV: Nomination and Voting Process.

Section B: Action

1. An Article of Amendments shall be added to the Rocky Mountain Conference Adventurer/Pathfinder Constitution to allow for major issues to be addressed and corrected as needed.
2. Any Amendments added shall not change the context or meaning of the constitution. They will be added to either strengthen or clarify the current document.
3. Any Amendment added will require a 2/3 vote by all members present at the annual Leadership Convention.
4. Any Amendment added will be kept in a separate document and will be attached as Appendix VI.
5. Any Amendment added will be reviewed and either added as a permanent change to the constitution or deleted during the normal review cycle as outlined in Article XVII: Amendment Process.

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APPENDIX VI

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Amended and Approved Documents

1400

Revised September 2019

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ARTICLE I: TEEN REPRESENTATIVE(S)

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Section A: Selection

1404

1. Shall be selected at the annual Leadership Convention for a term of one (1) year, subject to the approval of the RMC Youth Director.

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2. Prior to the annual Leadership Convention, nominated Teen Representative(s) are evaluated and recommendations made by the RMC Youth Director. See Article XIV: Section B: Nomination Process.

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3. The Teen Representative(s) may be reelected for an unlimited number of consecutive terms until they graduate the 12th grade of High School.

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Section B: Qualifications of the Teen Representatives(s)

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1. Must be a baptized member of the SDA Church in good and regular standing, believe and support all fundamental SDA doctrines, and uphold the high standards of the SDA Church.

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2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church Elder, or an Adventurer/Pathfinder leader.

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3. Must have been involved in Pathfinder Club for at least three (3) years.

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4. Must be active in a club Teen Leadership Training (TLT) Program.

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5. Should actively pursuing the required class curriculum appropriate to grade level with the intent of working towards and/or completion of the Master Guide curriculum.

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6. Demonstrate a keen interest and maintain active involvement in Pathfinder and Teen Ministries.

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7. Should possess strong people skills and be a great team player.

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8. Any exceptions to the above qualifications can only be made by the RMC Youth Director, subject to approval and 2/3 vote by the Pathfinder members and Teens/TLTs present at the annual Leadership Convention.

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Section C: Duties of the Teen Representative(s)

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1. Be available to give assistance to the Conference Teen Coordinator(s) and/or club leadership in promoting and supporting local Conference, Union, and General Conference Pathfinder teen policies and programs.

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2. Attend Adventurer/Pathfinder Council meetings to assist in the planning of RMC Teen/TLT functions as well as the overall Pathfinder Teen/TLT program. These meetings will be held at least quarterly or as often as necessary.

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3. Work in conjunction with the Teen Committee to help facilitate, implement, and run Teen/TLT activities as scheduled.

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4. Keep accurate records of travel and Pathfinder contacts. This information should be kept in an appropriate log.

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5. Assist the Teen Coordinator(s) with other activities as requested, to include but not limited to:

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- 1438 a. Communication – write a Teen Article and submit to Executive Coordinator(s) or
- 1439 webmaster as requested
- 1440 b. Website – maintain Teen website
- 1441 c. Points – maintain Teen points
- 1442 d. Assist local clubs with such activities as Pathfinder Day Programs, Investitures, and
- 1443 Inductions.
- 1444 e. Annual Leadership Convention – assist in planning and teaching classes as needed
- 1445 f. Council Weekend – assist in planning as needed
- 1446 g. Promote activities such as Teen Summit, Teen Survivor, camping trips, athletic events,
- 1447 etc.
- 1448 h. Fairs and Camporees – assist in planning activities as needed.
- 1449 i. Pathfinder Bible Bowl – assist with Bible Bowl activities as needed and or required.