



# Adventurer Club Basic Staff

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## PARTICIPANT GUIDE

NAME \_\_\_\_\_

CLUB \_\_\_\_\_

## **Adventurer Club Basic Staff Participant Guide**

v2.0

Produced by the North American Division Office of Adventurer Club Ministries

Designer: Liv Jacobson  
Project manager: Christal Gregerson

Available from:  
*AdventSource*  
5120 Prescott Avenue  
Lincoln, NE 68506  
402.486.8800  
AdventSource.org

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ISBN# 978-1-62909-703-9

PR 10 9 8 7 6 5 4 3 2

Printed in the U.S.A.



# Adventurer Club Basic Staff CERTIFICATION

## Introduction and Sign Off Record

The Adventurer Club Basic Staff Curriculum is designed to develop an awareness in leaders of the fundamentals of the Adventurer Club and to help the Adventurer Club staff become familiar with the procedures, policies, and resources necessary to start and maintain an Adventurer Club Ministry.

It is not intended that participants will learn how to teach Adventurers, but rather those basic elements of information necessary for any Adventurer staff member or leader to fulfill his or her duties in the club.

Participants will attend a training workshop conducted by the conference Adventurer Club Ministry personnel. This will normally be conducted over one weekend but may, at the discretion of conference personnel, be broken up into smaller segments, if necessary, to suit the needs of the conference. This training includes both workshop lectures and discussion.

It is recommended that each participant own an Adventurer Club Director's Guide. Additional resources are suggested for each workshop.

## Prerequisites

1. Commit to the Youth/Children's Ministry Volunteer Code of Conduct (p 11).
2. Be currently approved by your conference's child protection screening verification.

## Workshops

Adventurer Club Ministry: Its Purpose, History and Relationship to the Church—ADV 001

Signature \_\_\_\_\_ Date \_\_\_\_\_

Introduction to Adventurer Club Organization—ADV 002

Signature \_\_\_\_\_ Date \_\_\_\_\_

Introduction to Programming and Planning—ADV 003

Signature \_\_\_\_\_ Date \_\_\_\_\_

Special Programs—ADV 004

Signature \_\_\_\_\_ Date \_\_\_\_\_

Adventurer Club Curriculum—ADV 005

Signature \_\_\_\_\_ Date \_\_\_\_\_

Adventurer Stars, Chips and Awards—ADV 006

Signature \_\_\_\_\_ Date \_\_\_\_\_

Developmental Growth and Introduction to Effective Teaching Methods for Pre-K through 4th Grade—PYSO 103

Signature \_\_\_\_\_ Date \_\_\_\_\_

Introduction to Medical and Safety Guidelines—MEDI 100

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Overview of Workshops

### Adventurer Club Ministry: Its Purpose, History and Relationship to the Church—ADV 001

This workshop presents an introduction to club ministry from the Adventurer Club perspective. It compares and contrasts the program and purpose of the Adventurer Club and its role in faith development. This ministry involves the family ministry, children's ministry, and Pathfinder Club ministry.

### Introduction to Adventurer Club Organization—ADV 002

This workshop highlights the Adventurer Club program. It outlines job descriptions and expectations for each club leader and reviews the qualities of a Christian leader and club structure. It also covers club regulations on membership, attendance, forms, etc., and conference policies including reporting, finances, uniforms, and insurance.

### Introduction to Programming and Planning—ADV 003

The workshop outlines the planning process. It reviews the elements of the typical Adventurer year including regular meetings, stars, chips and awards, curriculum, Induction, Adventurer Sabbath, campouts, Investiture, and conference events.

### Special Programs—ADV 004

This workshop presents the general outline of the Adventurer Club's special programs: such as, Open House, Induction, Investiture, Family Blessing, Adventurer Sabbath, and Family Network.

### Adventurer Club Curriculum—ADV 005

This workshop presents the general outline and structure of the Adventurer Curriculum. It outlines the four components of the curriculum: Basic, My God, My Self, My Family, My World. It shows how each level builds on the next and how each have the same basic components, so they work together. It outlines minimum requirements for a child to qualify for Investiture.

### Adventurer Stars, Chips and Awards—ADV 006

This workshop gives participants a taste of the Adventurer stars, chips, and awards and suggests how

to get the children excited to learn more about them. It gives special emphasis to creating experiential learning activities that help the kids spiritually, mentally, socially, and physically to complete the stars, chips, and awards.

### Developmental Growth and Introduction to Effective Teaching Methods for Pre-K through 4<sup>th</sup> Grade—PYSO 103

This workshop describes the mental, spiritual, physical, and social growth and needs of the typical adventurer. It includes practical pointers on leading, nurturing, and disciplining them. It also introduces learning styles, teaching concepts, and teachable moments.

### Introduction to Medical and Safety Guidelines—MEDI 100

This workshop covers introductory information on conference's child protection screening verification requirements, NAD camping guidelines, medical history forms, release forms, abuse prevention, staffing levels, transportation guidelines, emergency plans, and supervision. It also covers medical conditions of children as presented by ARM (Adventist Risk Management).

## No Required Fieldwork

Create a portfolio that contains the handouts and your personal notes from the workshops you've attended.

## Recognition of Completion

Upon completion of the Basic Staff Certification, the participant is eligible to receive an enameled pin and certificate of completion.



















## CHILD PROTECTION PLAN RESOURCES

### Seventh-day Adventist Church in North America



## NAD - YOUTH/CHILDREN'S MINISTRY VOLUNTEER CODE OF CONDUCT

### Acknowledgment

Because I want the best possible environment for our children and youth to grow up in, it is important that those working with children have guidelines for conduct in order to protect both themselves and those under their care. As a ministry volunteer, I want parents and others to feel comfortable and confident with me.

### My Commitment to Volunteer Ministry

#### As a Youth/Children's Ministry Volunteer, I will:

1. Provide appropriate adult supervision at all times for the children for whom I am responsible.
2. Have at least one other adult, eighteen (18) years of age or older, to help with the supervision of children. If I find myself in a situation where I am the only adult present, under no circumstances will I allow myself to be alone with one child (the "two-person rule"). This protects the child as well as protecting the adult from possible allegations.
3. Ask a child's permission before physically touching him/her anywhere, even when responding to an injury or problem. This is especially true for any areas that would normally be covered by a T-shirt and/or shorts. If an injury is within this area, make sure another adult works with you as care is provided.
4. Refrain from physical and verbal attacks and corporal punishment which are inappropriate behaviors and should never be used as discipline. "Time outs" or "sit-in-that-chair" may be helpful discipline methods to use with children.
5. Affirm children with appropriate touching by keeping hugs brief and "shoulder-to-shoulder" or "side-to-side." I will keep hands at (not below) the shoulder level. For small children who like to sit on laps, I will encourage them to sit next to me.
6. Provide extra care when taking small children to the restroom. I will take another adult along, or leave the door open.
7. Be aware of conducting activities in rooms that do not have an interior viewing area, or I will leave the door open during the activity to allow easy observation by others.
8. Cooperate with the volunteer screening process and complete the Volunteer Ministry Information form, as required by the church.
9. Be aware of the signs and symptoms of child abuse and aware of the legal requirements for reporting suspected cases of abuse. In addition to any legally required reporting, I agree that if I become aware of any behavior by

another individual which seems abusive or inappropriate towards children I am supervising, I will report that behavior to the church pastor, elder, or directly to the Conference Treasurer's or Risk Management Director.

10. Cooperate with church leadership in conducting children and youth ministries by being a volunteer who is loving, kind, firm, and always a thoroughly professional person. Working with children and youth is not only a privilege; it is also a serious responsibility that must be approached with utmost care.
11. Participate in orientation and training programs conducted by the church.
12. Uphold the standards of the Seventh-day Adventist Church.

\* In the event I find it impossible to comply with the above, I will comply as closely as possible with the Code of Conduct and act in good faith for the welfare of the people involved.

**Thank You for your service as a Youth/Children's Ministry Volunteer**



# Resources for Your Club

## Adventurer Club Starter Kit

The Adventurer Club provides a complete age-appropriate curriculum for families with kids in pre-k through fourth grade. At each level kids learn more about the Bible, health, nature, how to get along with others, and more. The Adventurer Club also gives parents an opportunity to model Christian values while enjoying special activities with their children. Through the Adventurer Club, the church can support parents as they work to develop happy, healthy, mature kids.

Included in the Starter Kit:

- Director's Guide with complete instructions on programming, curriculum, uniforms, and more
- Leader's Guides for Little Lamb, Eager Beaver, Busy Bee, Sunbeam, Builder, and Helping Hand levels
- Awards Poster with titles listed in English, Spanish, and French
- Music CD including the theme song for the Adventurer Club in English and Spanish
- Resource USB Flash Drive featuring award requirements, printable forms and certificates, and much more

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#009541 \$149.95



## Director's Guide

#001049 \$14.95

## Resource USB Drive

#009542 \$9.95

## Leader's Guides

#001600	Little Lamb	\$29.95
#001380	Eager Beaver	\$29.95
#009543	Busy Bee	\$24.95
#009544	Sunbeam	\$24.95
#009545	Builder	\$24.95
#009546	Helping Hand	\$24.95

## Adventurer Award Helps

#009766	Busy Bee	\$19.95
#009765	Sunbeam	\$19.95
#009764	Builder	\$19.95
#009763	Helping Hand	\$19.95
#009768	Multilevel	\$14.95

## Adventurer Poster

#001505	Folded	\$1.95
#001506	Rolled	\$4.95*
#001507	Laminated	\$9.95*

\*Plus an additional \$5.00 shipping fee

## Record Charts

#001233 Set of Six \$4.95

## Activity Books

#001606	Little Lamb	\$2.95
#001390	Eager Beaver	\$2.95
#001212	Busy Bee	\$2.95
#001213	Sunbeam	\$2.95
#001215	Builder	\$2.95
#001214	Helping Hand	\$2.95

## Record Cards

#009537	Little Lamb	\$0.50
#009539	Eager Beaver	\$0.50
#001124	Busy Bee	\$0.50
#001126	Sunbeam	\$0.50
#001125	Builder	\$0.50
#001127	Helping Hand	\$0.50

The Adventurer Basic Staff Certification includes eight workshops. These workshops include:

- Adventurer Club Ministry: Its Purpose, History and Relationship to the Church— ADV 001
- Introduction to Adventurer Club Organization— ADV 002
- Introduction to Programming and Planning— ADV 003
- Special Programs— ADV 004
- Adventurer Club Curriculum— ADV 005
- Adventurer Stars, Chips and Awards—ADV 006
- Developmental Growth and Introduction to Effective Teaching Methods for Pre-K through 4th Grade— PYSO 103
- Introduction to Medical and Safety— MEDI 100

The Adventurer Club Basic Staff Certification is part of the Adventist Youth Ministries Training (AYMT) which includes certifications for Adventurer Club Ministries, Pathfinder Club Ministries, Master Guides and Youth Ministries.



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