



King's Kids Pathfinder Club

Merrimack Valley Seventh-Day Adventist Church
408 Broadway Road, Dracut, MA 01826
978.804.9226

www.mvsda.org
pathfinders@mvsda.org

Dear Pathfinder Volunteer

We are looking forward to an exciting Pathfinder year. On behalf of the King's Kids Pathfinder Club group leadership, I would like to personally thank you for thinking about dedicating your time to the Pathfinders.

This club could not be a success without the help of you and many other volunteers that donate their time. Please take the time to review all the information found in this packet. Below is a list of forms that can be found here. All applicable forms must be completed prior to the first meeting. Please note there is also an additional training we are requiring all volunteers to participate in. The certificate of completion is required as part of the volunteer application. Please note that if you completed the training last year you will not be required to repeat the certification this year. Additional information is provided in this packet, if you do require any additional information please feel free to contact us at pathfinders@mvsda.org.

- [Pathfinder Volunteer Application](#)**
- [Verified Volunteer Registration Instruction sheet](#)**
- [Driver Information Sheet \(If applicable\)](#)**
- [Health History form](#)**
- [Uniform information sheet](#)**
- [Schedule \(may be updated throughout the year\)](#)**

This year our staff has once again joined together to create a team leadership. Our goal is to work together to create an exciting and spiritually enriching year for the children and their families. We are happy to have you as part of the team.

May God bless you and your family as we work together for the physical, spiritual and mental growth and development of our Pathfinder Club.

Sincerely,

Your Pathfinder Staff

Schedule

What, When, and Where

September

10	9:00-12:00	Pathfinder registration, meeting, games	Field Uniform
23	All Day	Pathfinder - Adventist Heritage/Bates outing, hike	Field Uniform

October

14	4:00-7:00 pm	Meeting - Nature honor -	Field Uniform
28	4:00-7:00 pm	Meeting - Nature honor Induction -	Dress Uniform

November

11-12	3:00-5:00 Overnight	Community Service Call Collecting Pathfinder Sleepover - knots, pinewood derby, Camping skills	Field Uniform
12	12:00 pm	PICK UP	

December

9	4:00-8:00	Meeting - Health and Fitness	Dress Uniform
16	5:00-8:00	Pathfinder meeting and Christmas Party	Field Uniform

January

13	4:00-7:00	Meeting - Arts & Crafts	Field Uniform
27	4:00-7:00	Meeting - Arts & Crafts - Inspection	Dress Uniform

February

3		Pathfinder SNEC Area PBE	
10	4:00-7:00	Meeting - Arts & Crafts	Dress Uniform
24	4:00-7:00	Meeting - Arts & Crafts	Field Uniform

March

3		Pathfinder SNEC Conference PBE	
10	10:00-1:00pm	Pathfinder Sabbath	
	3:00-6:00	Meeting - Group Honor	Dress Uniform
24	4:00-7:00	Meeting - Christian Drama honor	Field Uniform

April

7		Pathfinder SNEC Union PBE	
14	4:00-7:00	Meeting - Christian Drama honor	Dress Uniform
20-21		Pathfinder DIVISION PBE	
28-29	5:00	Sleepover - Camping skills, knots	Field Uniform
29	12:00pm	PICK UP	

May

12	10:00-1:00pm	Investiture Sabbath	Dress Uniform
	1:30-6:00	Recreation - Hike	Field Uniform
18-20		Pathfinder Camporee	

Verified Volunteers is replacing Shield the Vulnerable as the NAD's provider of online training and screening for all staff and volunteers.

If you are already registered with Shield the Vulnerable no action is required at this time. Your information will roll over to Verified Volunteers and you will be contacted with further instructions when it's time to renew.

The two providers are similar. Upon registering with Verified Volunteers, there will be an online course lasting 40-60 minutes. This can be done all at once or you may save at any time and continue later. At the end of the course you will be allowed to enter your personal information and complete the screening portion.

As in the past, the training and background screening will be valid for three years from the date both were completed. The new system will provide reminders when the training and screening need to be renewed.

Maintaining a safe environment for our children continues to be a priority for the Southern New England Conference. We appreciate your patience as we make this transition. If you have any questions regarding this program, please contact the conference office.

Questions while using the Verified Volunteer site: Verified Volunteer may be reached by emailing AdventistSupport@verifiedvolunteers.com or by calling 1-855-326-1860 (toll free).

PLEASE VISIT

For more information:

<http://www.sneconline.org/article/370/departments-ministries/child-protection>

To Register:

www.ncsrisk.org/advenist

Registration Instructions Adventist Child Protection Screening

[Click here](#) for a detailed video on the registration process

Step 1: Go to www.ncsrisk.org/adventist and click on the first-time registrant button

Step 2: Select the Union and Conference where you work or volunteer

Step 3: Create a user ID and a password you can easily remember. It's recommended to use your email address for your user name.



Step 4: Please provide the information requested on the screen. (Note: Do not click the back button or your registration will be lost).

Step 5: Select your primary location where you work or volunteer and click continue. If you work or volunteer in another location, please select 'Yes' and then select the location.



Step 6: Select your role(s) within the organization (multiple may be selected).

Step 7: Click on the green circle to begin the online training. Upon completion, the last screen will allow you to print a certificate.



Additional Details:
Once the online training and the submission of your background check is completed, you can [login to your account](#) and click on 'My Report' to view your online training, retrieve a certificate, and view your background check completion date. You can also access 'Update My Account' to update your personal information.

Step 8: Please read the instructions regarding the details of the online training and then proceed. Select 'Click Here' to begin the online training. (Note: Training can take up to one hour).

Questions? Please contact us via email at AdventistSupport@verifiedvolunteers.com or 1-855-326-1860 (toll free)

Registration Instructions Adventist Child Protection Screening

[Click here](#) for a detailed video on the registration process

Step 9: Upon completion of your online training, you will be instructed to complete your background check. Please complete the steps within the background check process (Note: The background check will only take 5-10 minutes).




Step 10: If you are a volunteer, you will be directed to complete the Verified Volunteers Background Check by clicking on 'Complete the Verified Volunteers Background Check'. Verified Volunteers will require you as a volunteer to claim your account using three pieces of information – email address, home zip code and date of birth. You will then be redirected to the Verified Volunteers platform to confirm the details required for the background check.



Additional Background Check Information:

- Enter your full LEGAL name – Not an alias or nick name
- You will be giving consent to run the background check on Step 3
- The Fair Credit Reporting Act governs all background checks – We are NOT checking your credit report. Use of the word "credit" references the law. You can print a copy of that consent form.

Step 11: Review and complete the consent form.



Step 12: Confirm the information is correct and click submit. Once the background check has been successfully processed you will be notified via email.

Questions? Please contact us via email at AdventistSupport@verifiedvolunteers.com or 1-855-326-1860 (toll free)



**SOUTHERN NEW ENGLAND CONFERENCE
OF THE SEVENTH-DAY ADVENTIST CHURCH**
Adventist Youth Ministries Department
DRIVER INFORMATION SHEET



DRIVER INFORMATION (Attach copy of your Valid Driver's License)

All drivers shall be properly licensed and comply with all Federal, state and/or provincial laws for the class of vehicle being operated. The recommended minimum age for drivers shall be twenty-one (21) years. A minimum allowable age of nineteen (19) years old may be granted with the approval of the conference officers. The driving record (Motor Vehicle Record) of each driver shall be obtained from state/provincial records and reviewed on a regular basis. Drivers shall have an acceptable driving record during the previous three years with not more than two traffic citations and no at-fault accidents while driving any vehicle. When a driver does not meet the above driving standard, he/she shall not be assigned to or retained for a driving position.

Church Name _____ Club Name _____

Full Name _____ Date of Birth _____

City _____ State _____ Zip Code _____

Phone Number(s) Home: _____ Mobile _____

Driver's License # _____ State Issuing License _____ Expiration Date _____

VEHICLE INFORMATION (for each vehicle being used)

Name of Owner _____ Year of Vehicle _____

Address _____

City _____ State _____ Zip _____

Make of Vehicle _____ Model of Vehicle _____

License Plate Number _____ Expiration _____

INSURANCE INFORMATION (A copy of your Statement of Coverage must be attached)

Volunteers who use personal vehicles in an infrequent basis for ministry purposes (such as Adventurer/Pathfinder events) must carry a minimum of \$100,000 per person/ \$300,000 per occurrence limits of liability.

CERTIFICATION

I certify that the above information is correct and accurate to the best of my knowledge and ability. I understand that in order to provide transportation for Adventurer/Pathfinder/Youth Group related activities; I must be at least 21 years of age and possess a valid driver license, current vehicle registration and required insurance coverage.

I understand that when providing transportation for minors, I am acting as an adult chaperone, and will conduct myself accordingly with respect to the expectations and guidelines of the Southern New England Conference of the Seventh-day Adventist Church.

Signature _____ Date _____



Ministry Volunteer Information Form

Southern New England Conference
PO Box 1169; South Lancaster, MA 01561

PERSONAL INFORMATION

Full Name: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

_____ City ZIP Code

Home Phone: () _____ Alternate Phone: () _____

E-mail Address: _____

SDA Church Member: Yes No Current Church: _____

Volunteer Ministry Roles: *Primary:* _____ *Support:* _____

Previous Church: _____

Previous Volunteer Experience: _____

PERSONAL REFERENCES (Three references are required. Only one reference may be filled by a relative.)

Name: _____ Contact Telephone: _____ Relation: _____

Name: _____ Contact Telephone: _____ Relation: _____

Name: _____ Contact Telephone: _____ Relation: _____

EMERGENCY CONTACT INFORMATION

Full Name: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

_____ City State ZIP Code

Primary Phone: () _____ Alternate Phone: () _____

Relationship: _____

UNLAWFUL CONDUCT QUESTIONNAIRE

- Have you presently or previously abused (neglect/physical/sexual/verbal) a child (minor)? Yes No
 - Have you been charged or disciplined for any unlawful conduct with a child or adult? Yes No
- If yes, please explain: _____

LOCAL CHURCH ADMINISTRATOR SECTION

Completed Date: CP Training _____ CP Screening _____ Referencing _____

Eligibility Volunteer Status: Eligible Not Eligible

Eligibility to Drive Children (*Adventurer/Pathfinder/Youth/Driver Positions*): Eligible Not Eligible NA

Re-Screening Date: _____

N.A.D. YOUTH/CHILDREN'S MINISTRY VOLUNTEER CODE OF CONDUCT

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 successfully complete the Verified Volunteers (Formerly Shield the Vulnerable) training, 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.

SNEC Youth Supervision Guidelines

Ages 3 - 17: Onsite location – 2 adults to 10 minors, Offsite location – 2 adults to 6 minors,
Remote or Extreme location – 2 adults to 4 minors.

Overnight: Sleeping areas for boys and girls should be separate and supervised by two adults of the same gender. A minimum of three youth, ages 10-17, per tent/room. Adults and youth can share a tent/room as long as there are 2 adults of the same gender with them at all times. Families are encouraged to share a tent/room as one unit. If separate shower and restroom facilities are not available, separate times for male and female use should be scheduled and posted.

Ages 9 and under: Children 9 (grades 4 and below) must be accompanied by a parent/grandparent/legal guardian at all times. No exception.

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.

Signature

Church Name

Date

**Thank you for your service as a Youth/Children's Ministry Volunteer.
Please retain a copy of this document and keep it for reference.**

**Southern New England Conference of the Seventh-Day Adventist Church
KING'S KIDS Pathfinder Member Application 2017-2018**



I. Personal & Emergency Contact Information

Applicant Name: _____ Birth Date: ____/____/____

2. Allergies/Health History/Medical Insurance

Physician's Name: _____ Physician's Phone Number: _____

Health Insurance Company: _____ Policy Number: _____

Policy Holder: _____ Phone: _____

Does club staff member have any current physical, medical, or psychological conditions requiring medication, treatment, or special consideration or activity restrictions while participating in any Pathfinder event? ___Yes ___No If yes, please explain below:

Check Yes or No for each statement. Explain "yes" answers below.

	Y	N		Y	N
Ever been hospitalized?	<input type="checkbox"/>	<input type="checkbox"/>	Had fainting or dizziness?	<input type="checkbox"/>	<input type="checkbox"/>
Ever had surgery?	<input type="checkbox"/>	<input type="checkbox"/>	Passed out/had chest pain during exercise?	<input type="checkbox"/>	<input type="checkbox"/>
Have a recurrent/chronic illness?	<input type="checkbox"/>	<input type="checkbox"/>	Had mononucleosis in the past 12 months?	<input type="checkbox"/>	<input type="checkbox"/>
Had a recent infectious disease?	<input type="checkbox"/>	<input type="checkbox"/>	Traveled outside the U.S. in the past 9 months?	<input type="checkbox"/>	<input type="checkbox"/>
Had a recent injury?	<input type="checkbox"/>	<input type="checkbox"/>	Have problems with falling asleep/sleepwalking?	<input type="checkbox"/>	<input type="checkbox"/>
Had asthma/wheezing/shortness of breath?	<input type="checkbox"/>	<input type="checkbox"/>	Ever had back/joint problems?	<input type="checkbox"/>	<input type="checkbox"/>
Have diabetes? Type 1 Type 2?	<input type="checkbox"/>	<input type="checkbox"/>	Have a history of bed-wetting?	<input type="checkbox"/>	<input type="checkbox"/>
Had seizures?	<input type="checkbox"/>	<input type="checkbox"/>	Have a problem with diarrhea/constipation?	<input type="checkbox"/>	<input type="checkbox"/>
Had headaches?	<input type="checkbox"/>	<input type="checkbox"/>	Have any skin problems?	<input type="checkbox"/>	<input type="checkbox"/>
Have impaired vision?	<input type="checkbox"/>	<input type="checkbox"/>	If female, have problems with menstrual cycle?	<input type="checkbox"/>	<input type="checkbox"/>

Please explain "yes" response in the space provided. _____

Allergies: No known allergies

This Club member is allergic to: Environment (e.g., insect bites, sun) Food Medicine Other

Please describe allergy below and the typical reaction.

Do you require medication administered for allergic reactions? Benedryl/Diphenhydramine Epi Pen Other _____

Please provide name and dosage of any medication you currently are taking in case emergency treatment is required.

Volunteer Signature: _____ Date: ____/____/____

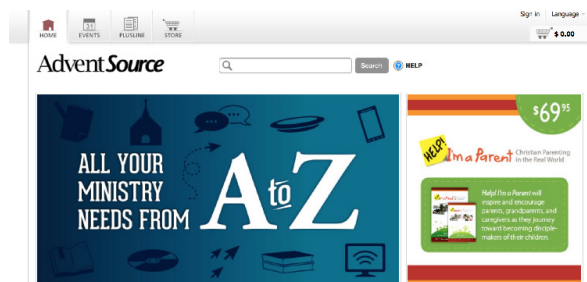
Uniform

AdventSource.com

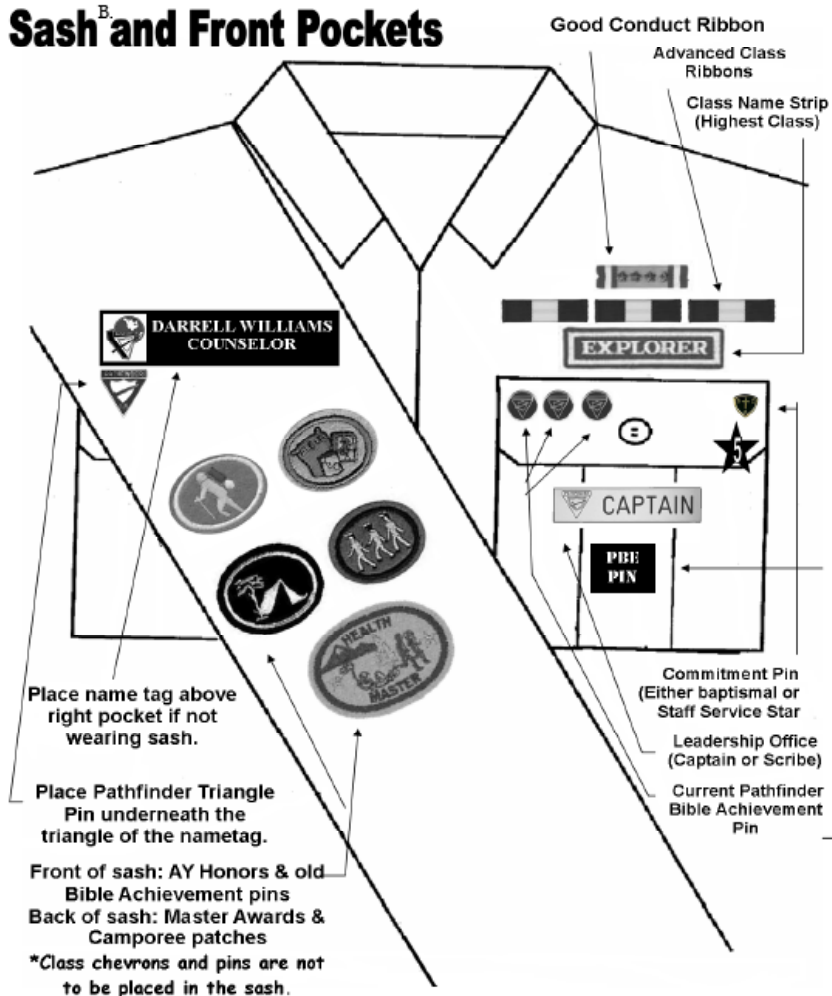
Pathfinder Uniforms or Class A Uniform

Boys' Shirts	Tan short sleeve
Girl's Blouses	Tan short sleeve
Boy's Slacks	Black, straight leg with belt loops
Girl's Slacks	Black, Strait leg with belt loops
Belts and Buckles	Black web belts with Pathfinder buckles
Neckwear	Open collar (one button) for both boys and girls. The official Pathfinder scarf is yellow with the Pathfinder world and triangle on it
Sash	The official Pathfinder slide is cloth with the logo Black fabric, may be wide enough for 3 honors and as long as the fingertips on the left hand Only one sash is to be worn as part of the uniform Items to be worn on the sash include: name tag/honors/Master Awards/Pathfinder pin on the front and Camporee patches/pins, honors, Master Awards on the back
Boy's Shoes/Socks	Black shoes and black sock
Girl's Shoes/Socks	Black shoes (no heels higher than 2 in) Black socks

Uniform orders should be made through the AdventSource.com website. Each Pathfinder is responsible for ordering the short sleeve shirt, pants, neckerchief, slide, sash and belt. Patches will be provided by the club and will be given to each Pathfinder at the earliest convenience. Please contact us at pathfinders@mvsda.org with any questions or concerns.



Sash and Front Pockets



Southern New England Conference - Pathfinder Policy

The uniform is always neat and clean. Because the Pathfinder Club is valuable to each member, that the uniform will be acquired and worn with enthusiasm.

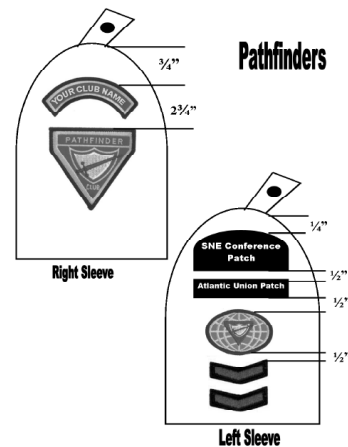
Class A Uniform

It is recommended that those having uniforms wear them on the following occasions:

1. At Pathfinder meetings, when required
2. At special Programs (Pathfinder Day, Induction, Investiture, and Bible Achievement, etc)
3. At any public gathering when any or all act as messengers, Ushers, Honor Guard, Color Guards, First - aid details
4. On occasions as specified by Pathfinder Staff officers
5. While engaging in missionary outreach activities, such as In gathering, distribution food baskets, bouquets, literature, or church announcements; band work, such as singing bands and sunshine Bands

Uniform Should Not be Worn

1. If not a member
2. For work or play
3. When engaged in selling for personal profit, in selling for commercial or political purposes, or in personal solicitation
4. At anytime or place when its wearing discounts the organization or casts any reflection upon the uniform, lowers its dignity and esteem, and makes it common place.



*Uniform black pants do not need to be purchased through Adventsource