

ROCKY MOUNTAIN CONFERENCE

ADVENTURER/PATHFINDER CONSTITUTION AND BY LAWS

Revised September 2008

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). 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. Executive Coordinator(s) – Article V
 - d. Adventurer Coordinator(s) – Article VI
 - e. Pathfinder Coordinator(s) – Article VII
 - f. Master Guide Coordinator(s) – Article VIII
 - g. Teen Coordinator(s) – Article IX
 - h. Adventurer/Pathfinder Administrative Sub-Council – Article X
 - i. Area Coordinators – Article XI
 - * *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 XII
 - b. Removal Process – Article XIII
 - c. Replacement Process – Article XIV
 - d. Amendment Process – Article XV
3. Flowchart – Appendix I
4. History – Appendix II
5. Amendments – Appendix III

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

Section A: Purpose

1. The purpose of the Adventurer Ministry is to provide fun and creative ways for children to develop a Christ-like character, experience the joy and satisfaction of doing things well, express their love for Jesus in a natural way, learn good sportsmanship and strengthen their ability to get along with others, discover their God-given abilities and to know how to use them to benefit self and others, and to improve their understanding of what makes families strong.
2. The purpose of the Pathfinder Ministry is to provide a key step in the educational program of the Seventh-day Adventist Church by providing the opportunity to take young people out of their usual setting and into outdoor adventure. It is to develop a balanced physical, mental, social, and spiritual life. To teach skills that are meaningful and to give opportunities for

development, discipline, leadership, and to care for those less fortunate. This ministry offers action, adventure, challenge, and group activities that produce team spirit and loyalty to God and man.

3. The Master Guide Ministry is a ministry with an emphasis on service and active involvement in Youth and Children's Ministries. It is a leadership role within the Adventurer, Pathfinder, Youth, Young Adult, Camp, Children's, or Sabbath School Ministries. Master Guides should be willing to serve the church in any of these areas of ministry. It is expected that all Master Guides will model a viable lifestyle of the Seventh-day Adventist Church and will remain active in these ministries as a leader.

Section B: Authority

The existence of the Rocky Mountain Adventurer and Pathfinder Ministries is confirmed by approval of the Executive Committee of the RMC of Seventh-day Adventists as recorded in the RMC Executive Committee minutes. The RMC Executive Committee has further endorsed a Rocky Mountain Area Coordinator team made up of Seventh-day Adventist Adventurer and Pathfinder leaders.

ARTICLE III: RMC YOUTH DIRECTOR

Section A: Selection

The Rocky Mountain Adventurer/Pathfinder Council recommends to the RMC Executive Committee that when filling the position of the RMC Youth Director certain criteria and procedures be considered in that process. The Rocky Mountain Adventurer/Pathfinder Council would appreciate the opportunity to interview selected candidates.

Section B: Suggested Qualifications of the RMC Youth Director

1. Love for children
2. Club Director for at least 3 years
3. Be a Master Guide
4. Have Pastoral experience

Section C: Duties of the RMC Youth Director

1. The RMC Youth Director is the Chairman of the Rocky Mountain Adventurer/Pathfinder Councils and an Advisor to the Adventurer/Pathfinder Administrative Sub-Council. These councils cannot function without the close cooperation of the RMC Youth Director.
2. The RMC Youth Director possesses power to refer all decisions passed by the RMC Adventurer/Pathfinder Administrative Sub-Council and Adventurer/Pathfinder Council back to those groups for further revision or modification.
3. The RMC Youth Director is responsible to coordinate reimbursement to RMC Adventurer/Pathfinder Council members for expenses of their ministry, as funds are available.
4. The RMC Youth director may appoint other positions to the Adventurer/Pathfinder Council. The Council must approve such appointments.
5. The RMC Youth Director will be accountable for addressing all concerns forwarded from the Council and/or Sub-Council concerning performance of any person assigned to the RMC Adventurer/Pathfinder leadership.
6. The RMC Youth Director will be accountable to the Council and/or Sub-Council regarding personal performance and conduct. All concerns will be addressed appropriately by the Council

and/or Sub-Council. If they are unable to be resolved, then they should be forwarded to the RMC Executive Committee, i.e., the Conference President, for further action.

7. The RMC Youth Director will compile all evaluations pertaining to the Adventurer/Pathfinder leadership received during the Leadership Convention. Report the results to the respective person(s) at the Council Weekend.
8. The RMC Youth Director will maintain an Administrative Point System for all positions outlined in the RMC Adventurer/Pathfinder Constitution. This point system will be outlined and maintained in a separate document.
9. The RMC Youth Director shall conduct a yearly review, at a minimum, of all staff including the Executive Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide/Training Coordinator(s), Teen Coordinator(s), Area Coordinator(s), and Council Members.
10. The RMC Youth Director shall coordinate a mid year self evaluation of all staff including the Executive Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide/Training Coordinator(s), Teen Coordinator(s), Area Coordinator(s), and Council Members.

Section D: Function as an Executor of Plans

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

ARTICLE IV: ADVENTURER/PATHFINDER COUNCIL

Section A: Composition

1. RMC Youth Director, Chairperson
2. Executive Coordinator(s), Vice-Chairperson
3. Adventurer Coordinator(s)
4. Pathfinder Coordinator(s)
5. Master Guide/Training Coordinator(s)
6. Teen Coordinator(s)
7. Area Coordinators
8. Two (2) Assistant Teen Representatives
9. Two (2) Teen Representatives
10. Three (3) Adventurer "At large" members
11. Three (3) Pathfinder "At large" members
12. Any other representatives appointed by the RMC Youth Director and approved by the Council, i.e., Bible Bowl Coordinator, Drill Master, etc...
13. At the discretion of the RMC Youth Director, the Youth Department Secretary may be invited to participate as a nonvoting member.

Section B: Selection

1. The RMC Youth Director, Executive Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Teen Coordinator(s), and Area Coordinators serve by virtue of their positions.
2. The Assistant Teen Representatives (one boy and one girl) will be voted on by all RMC Pathfinder Teens/TLTs present at the annual Leadership Convention, as well as the Youth Director, Executive Coordinator(s), Pathfinder Coordinator(s), Teen Coordinator(s), and members of the Teen Committee.

- a. Names must be submitted no later than 45 days prior to the convention. Submitted names shall be forwarded on to the Adventurer/Pathfinder Sub-Council for tracking purposes.
 - b. Nominations will be compiled by the RMC Youth Director and sent to the club directors for distribution to the individual club teens to provide opportunity for feedback no later than 30 days prior to the convention.
 - c. The Youth Director must receive any concerns no later than 15 days prior to the convention. In the absence of the Youth Director, the Executive Coordinators will compile the nominations.
 - d. The voting process will be followed as outlined in Article XII: Section C: Voting Requirements.
 - e. The Assistant Teen Representative's term will be for one (1) year.
 - f. In the event that an Assistant Teen Representative becomes inactive for must be replaced, i.e., drops out of a Pathfinder Club, the procedure will be followed as outlined in Article XIII: Removal Process and/or Article XIV: Replacement Process.
3. The Teen Representatives (one boy and one girl) will serve on the Adventurer/Pathfinder Council.
 - a. The position of Teen Representatives is automatic after having served as Assistant Teen Representative the immediate prior year.
 - b. The Teen Representative's term will be for one (1) year.
 - c. In the event that a Teen Representative becomes inactive or must be replaced, i.e., drops out of a Pathfinder Club, the procedure will be followed as outlined in Article XIII: Removal Process and/or Article XIV: Replacement Process.
 4. The "At large" members shall be elected at the annual Leadership Convention.
 5. All "At large" members shall be elected by 2/3 vote of those members present at the Leadership Convention. All Adventurer leadership will vote for the Adventurer "At large" members as well as the Youth Director, Executive Coordinator(s), Adventurer Coordinator(s), Master Guide Coordinator(s), and Adventurer ACs. All Pathfinder leadership including teens/TLTs will vote for the Pathfinder "At large" members as well as the Youth Director, Executive Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Teen Coordinator(s), and Pathfinder ACs.
 6. All "At large" members shall be active Club Directors.
 7. All "At large" members shall serve a term of two (2) years. Each "At large" member may be reelected for an unlimited number of consecutive terms.

Section C: Purpose

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

Section D: Duties of the Adventurer/Pathfinder Council

1. The Adventurer/Pathfinder Council shall meet once per quarter (four times per year) or more often as called to do so by the RMC Executive Coordinator(s). Said meetings shall take place at the RMC office or other acceptable location as designated by the Executive Coordinator(s).

2. Valid decisions shall only be made at the Council meetings at which a quorum of at least one half (½) of the Council members is present. Decisions shall be made by majority vote of those members present. In the absence of the RMC Youth Director, all decisions will be subject to the RMC Youth Director's review or referred back to the Council for further review.
3. All council members will attend the Council Meetings
4. Be active in planning and executing Conference and Area Adventurer/Pathfinder events.
5. Be willing to assist the Adventurer/Pathfinder Ministries as needed.
6. Abide by the RMC Adventurer/Pathfinder Constitution and By Laws.
7. Review the planning and research submitted by the Adventurer/Pathfinder Administrative Sub-Council.
8. In the absence of the Chairperson, the Vice-Chairperson is to chair the Adventurer/Pathfinder Council meetings and report to the Chairperson all decisions reached at said meetings.
9. In an emergency, and in the absence of the Chairperson, the Vice-Chairperson has the responsibility of organizing the Adventurer/Pathfinder Council to ensure the continued operation of the Adventurer/Pathfinder Ministries.
8. The Adventurer/Pathfinder Council Secretary shall keep accurate minutes of all Council meetings. The Council Secretary shall be the Youth Department Secretary and/or a person designated by the Executive Coordinator(s) and voted by the Council at the Adventurer/Pathfinder Council Weekend. This position will be voted annually for a one-year term and may be reelected for an unlimited number of consecutive terms.
 - a. Said minutes shall be taken at each Council meeting and later transcribed by the Council Secretary for retention. Said minutes shall be maintained by the Executive Coordinator(s) and/or his/her designee.
 - b. A duplicate copy of said minutes shall be forwarded to and maintained at the RMC Youth Department office.
 - c. Said minutes shall be forwarded by the Council Secretary to the Council members as soon as possible and shall be reviewed by the Council members at the next Council meeting.

ARTICLE V: EXECUTIVE COORDINATOR(S)

Section A: Selection

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

Section B. Qualifications of the Executive Coordinator(s)

1. Must be a baptized member of the S.D.A. Church in good and regular standing, upholding the high standards of the Seventh-day Adventist Church.
2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church Elder, or an Adventurer/Pathfinder leader.
3. Must have been a Director of a club for at least three (3) years.
4. Must have at least three (3) years experience as an Area Coordinator.
5. Must have at least three (3) years experience as the Adventurer, Pathfinder, or Master Guide Coordinator.

6. Must be a Master Guide and have the Pathfinder Instructor Award (PIA) or Adventurer Instructor Growth (AIG) or working towards completion to be completed within one (1) year of the Executive Coordinator(s) appointment.
7. Demonstrate keen interest and maintain active involvement in Adventurer or Pathfinder Ministries.
8. Believe and support all fundamental S.D.A. doctrines.
9. Should possess strong people skills and be a great team player.
10. Must submit to a criminal background check as required by the RMC.
11. Must be willing to submit to yearly evaluations by the leadership at large at the annual Leadership Convention.
12. Must be an active leader in the RMC Adventurer/Pathfinder Ministries for a minimum of two (2) years.
13. Any exception to the above qualifications can only be made by the RMC Youth Director, subject to approval and 2/3 vote by all members present at the Leadership Convention.

Section C: Duties of the Executive Coordinator(s)

1. Be available to advise Adventurer, Pathfinder, and Master Guide/Training Coordinators.
2. Provide input on any matters pertaining to the Rocky Mountain Conference Adventurer/Pathfinder Ministries.
3. Have a working relationship with the RMC Youth Director.
4. Act as support for the RMC Youth Director.
5. Make progress reports to the RMC Youth Director on all Adventurer/Pathfinder Council and Adventurer/Pathfinder Administrative Sub-Council activities.
6. Serve as Chairperson of the Adventurer/Pathfinder Administrative Sub-Council.
7. Serve as Vice-Chairperson for all other Adventurer/Pathfinder activities and committees when the Youth Director is present and as Chairperson if the Youth Director is absent.
8. Be responsible for the Adventurer and Pathfinder budgets.
9. Present the appropriate budget indicating the current financial status at every Adventurer/Pathfinder Council meeting.
10. Oversee planning and administration of all Adventurer/Pathfinder Ministries, functions, and training, to include but not limited to:
 - a. Newsletter – write/gather articles, do layout, and mail
 - b. Web page – maintain web page, unless otherwise assigned
 - c. Report Forms – create and update AC/Adventurer/Pathfinder/Teen forms
 - d. Points – maintain AC points for RMC Youth Director
 - e. Leadership Weekend – plan and schedule weekend
 - f. Council Weekend – plan and schedule weekend
 - g. Bible Bowl – assist with Bible Bowl activities as needed
 - h. Fairs – work with Pathfinder Coordinator(s) as needed
 - i. Camporees – work with Pathfinder Coordinator(s) as needed
 - j. Adventurer Fun Day – work with Adventurer Coordinator(s) as needed
 - k. Adventurer Family Camp - work with the Adventurer Coordinator(s) as needed.
 - l. Teen Summit – work with Teen Coordinator(s) as needed
 - m. Teen River Trip – work with a designated leadership team
 - n. MG Training – work with Master Guide Coordinator(s) as needed
 - o. PLA, ALG, PIA, AIG – work with Master Guide Coordinator(s) as needed
 - p. Budgets – maintain with Youth Director
11. Notify clubs of the elected positions that will expire at the upcoming Leadership Convention. See Article XII: Section: B: Nomination Process.
12. Attend monthly Youth Department staff meetings.

13. Compile all evaluations pertaining to the RMC Youth Director received during the Leadership Convention. Present the results to the Youth Director prior to the Council Weekend.
14. Assist the RMC Youth Director in compiling all evaluations pertaining to the Adventurer/Pathfinder Coordinator(s) received during the Leadership Convention.
15. Encourage growth and learning among Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide/Training Coordinator(s), Teen Coordinator(s), Adventurer and Pathfinder Area Coordinators, and Club Directors.
16. Fulfill all requirements of the Administrative Point System.

ARTICLE VI: ADVENTURER COORDINATOR(S)

Section A: Selection

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

Section B: Qualifications of the Adventurer Coordinator(s)

1. Must be a baptized member of the S.D.A. Church in good and regular standing, upholding the high standards of the Seventh-day Adventist Church.
2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church Elder, or an Adventurer/Pathfinder leader.
3. Must have been a Director of a club for at least three (3) years.
4. Must have at least three (3) years experience as an Adventurer Area Coordinator.
5. Must have the Adventurer Leadership Growth (ALG) or be working towards completion to be completed within one (1) year of Adventurer Coordinator appointment.
6. Demonstrate a keen interest and maintain active involvement in Adventurer Ministries.
7. Believe and support all fundamental S.D.A. doctrines.
8. Should possess strong people skills and be a great team player.
9. Must submit to a criminal background check as required by the RMC.
10. Must be willing to submit to yearly evaluations by the leadership at large at the annual Leadership Convention.
11. Must be an active leader in the RMC Adventurer Ministry for a minimum of two (2) years.
12. Any exceptions to the above qualifications can only be made by the RMC Youth Director, subject to the approval and 2/3 vote by the Adventurer members present at the Leadership Convention.

Section C: Duties of the Adventurer Coordinator(s)

1. Be available to advise all Adventurer Area Coordinators.
2. Provide input on matters pertaining to RMC Adventurer Ministry.
3. Have a working relationship with the RMC Youth Director, Executive Coordinator(s), Pathfinder Coordinator(s), and Master Guide Coordinator(s).
4. Act as support to the RMC Youth Director and Executive Coordinator(s).
5. Make progress reports to the Executive Coordinator(s) on all Adventurer/Pathfinder Council and Administrative Sub-Council activities with regards to Adventurer Ministries.

6. Coordinate the conducting of Adventurer Investiture Services along with Pathfinder Investiture Services where possible.
7. Ensure growth and learning among Area Coordinators and Club Directors for the total Adventurer Ministry.
8. Attend Adventurer/Pathfinder Council and Adventurer/Pathfinder Administrative Sub-Council meetings.
9. Assist in planning and administration of Fun Days, training courses, Investitures, and other conference Adventurer functions as needed, to include but not limited to:
 - a. Newsletter – write Adventurer Coordinator article
 - b. Web page – gather and submit articles/information to Executive Coordinator(s) or other Webmaster as needed/requested.
 - c. Points – maintain Adventurer points for clubs
 - d. Investitures – work with Pathfinder Coordinator(s) to coordinate Investitures together where possible.
 - e. Leadership Weekend – assist Executive Coordinator(s) in planning as needed.
 - f. Council Weekend – assist Executive Coordinator(s) in planning as needed.
 - g. Adventurer Fun Day – plan/schedule staying in close contact with Executive Coordinator(s).
 - h. Adventurer Family Camp – plan/schedule staying in close contact with Executive Coordinator(s).
10. Keep accurate records of travel and Adventurer contacts. This information should be kept in an appropriate log.
11. Send a report of all Adventurer activities to the Executive Coordinator(s) by the 10th of the following month.
12. Reimbursement for phone calls and travel should occur on a monthly basis, according to a prescribed budget when funding is available, after records have been presented to the Executive Coordinator.
13. Serve as Vice-Chairperson alternate for the Adventurer/Pathfinder Council in the absence of the RMC Youth Director or Executive Coordinator(s).
14. Serve as the Vice-Chairperson alternate of all other Adventurer/Pathfinder Administrative Sub-Council.
15. Attend monthly Youth Department staff meetings.
16. Assist the RMC Youth Director in compiling all evaluations pertaining to the Adventurer Area Coordinators received during the RMC Leadership Convention.
17. Fulfill all requirements of the Administrative Point System.

ARTICLE VII: PATHFINDER COORDINATOR(S)

Section A: Selection

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

Section B: Qualifications of the Pathfinder Coordinator(s)

1. Must be a baptized member of the S.D.A. Church in good and regular standing, upholding the high standards of the Seventh-day Adventist Church.

2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church Elder, or an Adventurer/Pathfinder leader.
3. Must have been a Director of a club for at least three (3) years.
4. Must have at least three (3) years experience as a Pathfinder Area Coordinator.
5. Must have the Pathfinder Leadership Award (PLA) or be working towards completion to be completed within one (1) year of the Pathfinder Coordinator appointment.
6. Demonstrate a keen interest and maintain active involvement in Pathfinder Ministries.
7. Believe and support all fundamental S.D.A. doctrines.
8. Should possess strong people skills and be a great team player.
9. Must be willing to submit to a criminal background check as required by the RMC.
10. Must be willing to submit to yearly evaluations by the leadership at large at the annual Leadership Convention.
11. Must be an active leader in the RMC Pathfinder Ministry for a minimum of two (2) years.
12. Any exceptions to the above qualifications can only be made by the RMC Youth Director, subject to approval and 2/3 vote of the Pathfinder members including teens/TLTs at the Leadership Convention.

Section C: Duties of the Pathfinder Coordinator(s)

1. Be available to advise all Pathfinder Area Coordinators.
2. Provide input on matters pertaining to RMC Pathfinder Ministries.
3. Have a working relationship with the RMC Youth Director, Executive Coordinator(s), Adventurer Coordinator(s), Master Guide Coordinators, and Teen Coordinator(s).
4. Act as support to the RMC Youth Director and Executive Coordinator(s).
5. Make progress reports to the Executive Coordinator(s) on all Adventurer/Pathfinder Council and Administrative Sub-Council activities with regards to Pathfinder Ministries.
6. Coordinate the conducting of Pathfinder Investiture Services along with Adventurer Investiture Services where possible.
7. Encourage growth and learning among Area Coordinators and Club Directors for the total Pathfinder Ministry.
8. Attend Adventurer/Pathfinder Council meetings and Adventurer/Pathfinder Administrative Sub-Council meetings.
9. Assist in planning and administration of Fairs, Camporees, training courses, Investitures, and other RMC Pathfinder functions, to include but not limited to:
 - a. Newsletter – write Pathfinder Coordinator article
 - b. Web page – gather and submit articles/information to Executive Coordinator(s) or other Webmaster as needed/requested.
 - c. Points – maintain Pathfinder points for clubs
 - d. Investitures – work with Adventurer Coordinator(s) to coordinate Investitures together where possible.
 - e. Leadership Weekend – assist Executive Coordinator(s) in planning as needed.
 - f. Council Weekend – assist Executive Coordinator(s) in planning as needed.
 - g. Bible Bowl – assist with Bible Bowl activities as needed.
 - h. Fairs – plan/schedule staying in close contact with Executive Coordinator(s).
 - i. Camporees – plan/schedule staying in close contact with Executive Coordinator(s).
10. Keep accurate records of travel and Pathfinder contacts. This information should be kept in an appropriate log.
11. Send a report of all Pathfinder activities to the Executive Coordinator(s) by the 10th of the following month.

12. Reimbursement for phone calls and travel should occur on a monthly basis, according to a prescribed budget when funding is available, after records have been presented to the Executive Coordinator(s).
13. Serve as Vice-Chairperson alternate of the Adventurer/Pathfinder Council in the absence of the RMC Youth Director or Executive Coordinator(s).
14. Serve as the Vice-Chairperson for the Adventurer/Pathfinder Administrative Sub-Council.
15. Attend monthly Youth Department staff meetings.
16. Assist the RMC Youth Director in compiling all evaluations pertaining to the Pathfinder Area Coordinator(s) received during the RMC Leadership Convention.
17. Fulfill all requirements of the Administrative Point System.

ARTICLE VIII: MASTER GUIDE/TRAINING COORDINATOR(S)

Section A: Selection

1. Shall be selected at the RMC Leadership Convention for a term of three (3) years, subject to the approval of the RMC Youth Director.
2. Prior to Leadership Convention, nominated Master Guide/Training Coordinator(s) are evaluated and recommendations made by the RMC Youth Director. See Article XII: Section B: Nomination Process.
3. The Master Guide (MG)/Training Coordinator(s) may be reelected for an unlimited number of consecutive terms.

Section B: Qualifications of the Master Guide/Training Coordinator(s)

1. Must be a baptized member of the S.D.A Church in good and regular standing, upholding the high standards of the Seventh-day Adventist Church.
2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church Elder, or an Adventurer/Pathfinder leader.
3. Must have been a Director of an Adventurer or Pathfinder club for at least three (3) years.
4. Must be a Master Guide for a minimum of five (5) years.
5. Must have the PIA or ALG (AIG when it is available) or be working towards completion to be completed within one (1) year of Master Guide Coordinator appointment.
6. Demonstrate a keen interest and maintain active involvement in Adventurer, Pathfinder, and Youth Ministries.
7. Believe and support all fundamental S.D.A. doctrines.
8. Should possess strong people skills and be a great team player.
9. Must be willing to submit to a criminal background check as required by the RMC.
10. Must be willing to submit to yearly evaluations by the leadership at large at the annual Leadership Convention.
11. Must be an active leader in the Rocky Mountain Conference Adventurer and/or Pathfinder Ministries for a minimum of two (2) years.
12. Any exceptions to the above qualifications can only be made by the RMC Youth Director, subject to approval and 2/3 vote by those members present at the Leadership Convention.

Section C: Duties of the Master Guide/Training Coordinator(s)

1. Provide input on matters pertaining to RMC Adventurer, Pathfinder, and Youth Ministry activities.
2. Have a working relationship with the RMC Youth Director, Executive Coordinator(s), Pathfinder Coordinator(s), and Adventurer Coordinator(s).

3. Act as support to the RMC Youth Director and Executive Coordinator(s).
4. Be the main point-of-contact to the North American Division (NAD) regarding Master Guide issues.
5. Make progress reports to the Executive Coordinator(s) on all NAD Master Guide communication, including but not limited to data collection, uniform changes, curriculum changes, and other current issues pertaining to Master Guides.
6. Create and maintain a database of all Master Guides in the Rocky Mountain Conference, including but not limited to names, contact information, and continuing education for each MG within the MG Ministry.
7. Coordinate a “work force” to assist with Adventurer, Pathfinder, and Youth Ministry activities, i.e., Adventurer Fun Day, Adventurer Family Campout, Pathfinder Bible Bowl, Pathfinder Fairs, Pathfinder Camporees, etc...
8. Schedule and plan Training weekends for Master Guides, i.e. Adventurer and Pathfinder Basic Staff Training, Master Guide classes, ALG, AIG, PLA, and PIA, to include:
 - a. Find and coordinate instructors for courses outlined above.
 - b. Coordinate locations and dates for training events.
 - c. Coordinate budget items for training weekends with RMC Youth Director.
 - d. Create information flyers, newsletter articles, and mailings pertaining to training events.
9. Coordinate schedules and training dates with the Adventurer/Pathfinder Council.
10. Work with the RMC Youth Director and Executive Coordinator(s) regarding training classes at the RMC Leadership Weekend, as set by the training schedule rotation, as needed.
11. Work with the RMC Youth Director, Executive Coordinator(s), Pathfinder Coordinator(s), Adventurer Coordinator(s), and Teen Coordinator(s) regarding any other training matters throughout the year.
12. Assist the RMC Youth Director and Executive Coordinator(s) with other activities as needed including but not limited to:
 - a. Newsletter – writing a MG article and submit to Executive Coordinator(s).
 - b. Web page – give pertinent information to web master.
 - c. Investitures – assist RMC Youth Director and Executive Coordinator(s) in coordinating Master Guides to attend Investitures, as needed.
 - d. Council Weekend – assist Executive Coordinator(s) as needed.
 - e. Teen Activities – assist Teen Coordinator(s) as needed.
13. Encourage growth and learning throughout all levels of the RMC Adventurer, Pathfinder, and Youth Ministries.
14. Attend the Adventurer/Pathfinder Council meetings and Administrative Sub-Council meetings.
15. Keep accurate records of travel and contacts. This information should be kept in an appropriate log or report form packet.
16. Send a report of all Master Guide/Training Coordinator(s) activities to the Executive Coordinator(s) by the 10th of the following month.
17. Reimbursement for phone calls and travel should occur on a monthly basis, according to a prescribed budget when funding is available, after records have been presented to the Executive Coordinator(s).
18. Attend monthly Youth Department staff meetings.
19. Fulfill all requirements of the Administrative Point System.

ARTICLE IX: TEEN COORDINATOR(S)

Section A: Selection

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

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

Section B: Qualifications of the Teen Coordinator(s)

1. Must be a baptized member of the S.D.A. Church in good and regular standing, upholding the high standards of the Seventh-day Adventist Church.
2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church Elder, or an Adventurer/Pathfinder leader.
3. Must have been a Pathfinder Club Director for at least three (3) years.
4. Must be a Master Guide or actively pursuing the Master Guide curriculum, to be completed within one (1) year of the Teen Coordinator(s) appointment.
5. Demonstrate a keen interest and maintain active involvement in Pathfinder and Teen Ministries.
6. Should possess strong people skills and be a great team player.
7. Must be willing to submit to a criminal background check as required by the RMC.
8. Must be willing to submit to yearly evaluations by the leadership at large at the annual Leadership Convention.
9. 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 Leadership Convention.

Section C: Duties of the Teen Coordinator(s)

1. Be available to give assistance to the local Pastor and/or club leadership in promoting and supporting local Conference, Union, and General Conference Pathfinder teen policies and programs.
2. Contact each club once per semester to become familiar with its teen/TLT program.
3. 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.
4. Assist the Executive Coordinator(s) at Camporees, training courses, Fairs and other RMC Pathfinder functions.
5. Organize and convene a Teen Committee of no more than eight (8) members to help facilitate, implement, and run teen/TLT activities as scheduled. The committee shall consist of the Teen Coordinator(s), Teen Representatives, and 4 – 5 other adult Pathfinder leaders of the Teen Coordinator's choosing. These members do not need to be voted at the Leadership Convention but shall be approved by the RMC Youth Director and Sub-Council.
6. Keep accurate records of travel and Pathfinder contacts. This information should be kept in an appropriate log.
7. Send a report of all their Pathfinder activities to the Executive Coordinator(s) by the 10th of the following month.
8. Reimbursement for phone calls and travel should occur on a monthly basis, according to a prescribed budget when funding is available, after records have been presented to the Executive Coordinator.
9. Assist Pathfinder Coordinator(s) with other activities as requested including but not limited to:
 - a. Newsletter – write Teen Article
 - b. Website – maintain teen website
 - c. Points – maintain Teen points

- d. Assist local clubs with such activities as Pathfinder Day Programs, Investitures, and Inductions.
 - e. Leadership Weekend – assist in planning and teaching classes as needed
 - f. Council Weekend – assist in planning as needed
 - g. Contact churches, schools, and Pathfinder Clubs to encourage development of new TLT and teen programs. Report results of these contacts to the RMC Executive Coordinator(s).
 - h. Promote and direct area activities such as Teen Summit, Teen River Trip, Teen Survivor, camping trips, athletic events, etc...
 - i. Fairs and Camporees – assist in planning activities as needed.
 - j. Bible Bowl – assist with Bible Bowl activities as needed.
 - k. Promote participation in community activities, *i.e.*, parades, fairs, area-wide events, mission projects, *etc...*
9. Fulfill all requirements of the Administrative Point System.

ARTICLE X: ADVENTURER/PATHFINDER ADMINISTRATIVE SUB-COUNCIL

Section A: Composition

1. RMC Youth Director, Advisor
2. RMC Executive Coordinator(s), Chairman
3. Pathfinder Coordinator(s), Vice-Chairman
4. Adventurer Coordinator(s), Vice-Chairman alternate
5. Master Guide Coordinator(s)
6. Teen Coordinator(s)
7. Three (3) Pathfinder “At large” members.
8. Three (3) Adventurer “At large” members.
9. Any other representative appointed by the RMC Youth Director and approved by the Sub-Council, *i.e.*, Bible Bowl Coordinator, Drill Master, etc...
10. At the discretion of the RMC Youth Director, the Youth Department Secretary may be invited to participate as a nonvoting member.

Section B: Selection

1. The RMC Youth Director, Executive Coordinator(s), Pathfinder Coordinator(s), Adventurer Coordinator(s), Master Guide Coordinator(s), and Teen Coordinator(s) serve by virtue of their positions.
2. All “At large” members shall be elected at the annual Leadership Convention.
3. All Adventurer “At large” members selected shall be elected by 2/3 vote of the Adventurer leadership present at the Leadership Convention including the Youth Director, Executive Coordinator(s), Adventurer Coordinator(s), Master Guide Coordinator(s), and all Adventurer ACs.
4. All Pathfinder “At large” members shall be elected by a 2/3 vote of the Pathfinder leadership present at the Leadership Convention including the Youth Director, Executive Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Teen Coordinator(s), and Pathfinder ACs.
5. All “At large” members must be active members of the Adventurer/Pathfinder Council.
6. All “At large” members shall serve a term of two (2) years. Each “At large” member may be reelected for an unlimited number of consecutive terms.

Section C: Purpose

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

Section D: Duties of the Adventurer/Pathfinder Administrative Sub-Council

1. The Administrative Sub-Council shall meet once per calendar month or more often as called to do so by the RMC Executive Coordinator(s). Said meeting shall take place at the RMC office or other acceptable location as designated by the Executive Coordinator(s).
2. Valid decisions shall be made only at Administrative Sub-Council meetings at which a quorum of at least one half (½) of the Administrative Sub-Council members are present. Decisions made shall be by majority vote of those members present and, in the absence of the RMC Youth Director, may also be subject to review by the RMC Youth Director or referred back to the Administrative Sub-Council for further review or modification.
3. Administrative Sub-Council members may assist and, if necessary, substitute for Area Coordinators in any function/duty of the Area Coordinators as needed.
4. Administrative Sub-Council members are expected to keep accurate records of travel and Pathfinder contacts. This information should be kept in an appropriate log.
5. Administrative Sub-Council members shall present the above information to the RMC Youth Director upon request.
6. Reimbursement for phone calls and travel should occur on a monthly basis when funding is available, according to a prescribed budget, after records have been presented to the RMC Youth Director.
7. The Adventurer/Pathfinder Administrative Sub-Council Secretary shall keep accurate minutes of all Sub-Council meetings. The Sub-Council Secretary shall be the Youth Department Secretary and/or a person designated by the Executive Coordinator(s) and voted by the Sub-Council at the first Sub-Council meeting following the Adventurer/Pathfinder Council Weekend. The Secretary may also be the same as the Council Secretary. This position will be voted annually for a one-year term and may be reelected for an unlimited number of consecutive terms.
 - a. Said minutes shall be taken at each Sub-Council meeting and later transcribed by the Sub-Council Secretary for retention. Said minutes shall be maintained by the Executive Coordinator(s) and/or his/her designee.
 - b. A duplicate copy of said minutes shall be forwarded to and maintained at the RMC Youth Department office.
 - c. Said minutes shall be forwarded by the Sub-Council Secretary to the Sub-Council members as soon as possible and shall be reviewed by the Sub-Council members at the next Sub-Council meeting.

ARTICLE XI: AREA COORDINATORS

Section A: Selection

1. Shall be selected at the RMC Leadership Convention and will include absentee voting prior to the Leadership Convention for those individuals in the ACs “area leadership” who are unable to attend. “Area leadership” will be defined as the clubs assigned to the Area Coordinator. See Article XII: Section C: 3 for the voting requirements.
2. No more than one-fourth (1/4) of the ACs shall be voted or appointed in one year, i.e., if there are eight (8) ACs, this would mean that two (2) are appointed each year to serve a four (4) year term. ACs may be reelected for an unlimited number of consecutive terms.
3. Prior to Leadership Convention, nominated Area Coordinators are evaluated and recommendations made by the RMC Youth Director. See Article XII: Section B: Nomination Process.
4. The Area Coordinators may be reelected for an unlimited number of consecutive terms.

Section B: Qualifications for Area Coordinators

1. Must be a baptized member of the S.D.A. Church in good and regular standing, upholding the high standards of the Seventh-day Adventist church.
2. Must be highly recommended through a letter of recommendation by his/her Pastor, a church Elder, or an Adventurer/Pathfinder leader.
3. Must have been a Club Director for at least three (3) years.
4. Must be a Master Guide or actively pursuing the Master Guide curriculum to be completed within one (1) year of the Area Coordinator’s appointment.
5. Demonstrate a keen interest and maintain active involvement in Adventurer or Pathfinder Ministries.
6. Believe and support all fundamental S.D.A. doctrines.
7. Should possess strong people skills and be a great team player.
8. Must submit to a criminal background check as required by the RMC.
10. Must be willing to submit to yearly evaluations by the leadership at large at the annual Leadership Convention.
9. Must be an active leader within the RMC Adventurer or Pathfinder Ministries for a minimum of two (2) years.
10. Any exceptions to the above qualifications can only be made by the RMC Youth Director, subject to approval and 2/3 vote of their respective “area leadership” at the Leadership Convention, along with absentee voting from their respective “area leadership.”

Section C: Duties of Area Coordinators

1. Be available to give assistance to the local Pastor and/or club leadership in promoting and supporting local Conference Adventurer/Pathfinder policies and programs.
2. Contact each club in his/her area once per calendar month to become familiar with its program.
3. Complete all required evaluations for assigned clubs.
4. Attend Adventurer/Pathfinder Council meetings to assist in the planning of RMC functions as well as the overall Adventurer/Pathfinder program. These meetings will be held at least quarterly or as often as necessary.
5. Assist the RMC Youth Director at RMC Adventurer/Pathfinder functions.
6. Keep accurate records of travel and Adventurer/Pathfinder contacts. This information should be kept in an appropriate log.
7. Send a report of all of their Adventurer/Pathfinder activities and contacts to the RMC Youth Director by the 10th of the following month.
8. Must act as a liaison between the RMC and the Adventurer/Pathfinder clubs.

9. Fulfill all requirements for the Administrative Point System.
10. Assist the Adventurer or Pathfinder Coordinator(s) in other activities as requested to include but not limited to:
 - a. Newsletter – write articles as needed
 - b. Investitures – assist in attending Investitures as requested by the Youth Director and Executive Coordinator(s).
 - c. Leadership Weekend – assist in teaching classes as needed
 - d. Fairs and Camporees – assist in conducting as needed
 - e. Bible Bowl – assist with Bible Bowl activities as needed
 - f. Assist local clubs with such activities as Adventurer/Pathfinder Day Programs, Inductions, and other activities as requested.
 - g. Promote and direct area activities such as field trips, athletic events, leader training courses, and leader meetings.
 - h. Promote participation in community activities, i.e., parades, fairs, and area-wide events, mission projects, etc...
 - i. Fun Days and Family Campout – assist in planning and conducting as needed.

Section D: Area Coordinator in Training (ACIT)

1. Shall be nominated and approved by the RMC Adventurer/Pathfinder Council.
2. Shall be assigned to an Area Coordinator for mentoring until:
 - a. They are deemed ready by the Adventurer/Pathfinder Council.
 - b. A position becomes available.
3. Shall be subject to the duties and accountabilities as outlined in Article XI: Section C.

ARTICLE XII: NOMINATION AND VOTING PROCESS

Section A: Positions

This process applies to the following positions: Executive Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Teen Coordinator(s), Teen Representatives, Assistant Teen Representatives, Adventurer/Pathfinder “At large” Council members, Adventurer/Pathfinder Administrative Sub-Council “At large” members, and Adventurer/Pathfinder Area Coordinators.

Section B: Nomination Process

1. Clubs will be notified, by the Executive Coordinator(s), of the elected positions that will expire at the upcoming Leadership Convention. Notification shall occur no later than 60 days prior to the convention. All letters will be sent out to the club directors and then should be forwarded by them to their staff members. All Rocky Mountain Conference Adventurer and Pathfinder leaders, staff, and teens/TLTs have a voice in the nomination process.
2. Upon notification, clubs may either recommend reappointment or submit names for replacement. Names must be submitted to the conference office in writing no later than 45 days prior to the convention. Submitted names shall be forwarded to the Adventurer/Pathfinder Sub-Council for tracking purposes.
3. Nominations will be reviewed and compiled by the Youth Director for verification of accuracy. Any discrepancies and/or concerns will be addressed by the Youth Director and Executive Committee for resolution, utilizing the Matthew 18 Principle. The compiled list will be sent to the club directors no later than 30 days prior to the convention to provide opportunity for feedback. Absentee ballots for Area Coordinators only will be sent at this time.

4. The RMC Youth Director must receive any concerns or feedback no later than 15 days prior to the convention. In the absence of the RMC Youth Director, the nominations will be compiled by the Executive Coordinator(s).
5. Absentee votes must be submitted in writing to the RMC Youth Director no later than one week prior to the Leadership Convention.
6. Nominations approved by the RMC Youth Director will be presented for a vote at the annual business meeting during Leadership Convention.
7. All elected positions may be reelected for an unlimited number of consecutive terms.

Section C: Voting Requirements

1. All voting will be performed by secret ballot.
2. The Executive Coordinator(s) will require a 2/3 vote of all Adventurer and Pathfinder leadership and teens/TLTs present at the Leadership Convention as well as the Youth Director, Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Teen Coordinator(s), and all Adventurer and Pathfinder Area Coordinators.
3. The Adventurer Coordinators(s) will require a 2/3 vote of all Adventurer leadership present at the Leadership Convention including the Youth Director, Executive Coordinator(s), Master Guide Coordinator(s), and Adventurer Area Coordinators.
4. The Pathfinder Coordinator(s) will require a 2/3 vote of all Pathfinder leadership and teens/TLTs present at the Leadership Convention as well as the Youth Director, Executive Coordinator(s), Master Guide Coordinator(s), Teen Coordinator(s), and Pathfinder Area Coordinators.
5. The Master Guide Coordinators will require a 2/3 vote of all Adventurer and Pathfinder leadership and teens/TLTs present at the Leadership Convention as well as the Youth Director, Executive Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), Teen Coordinator(s), and all Adventurer and Pathfinder Area Coordinators.
6. The Teen Coordinator(s) position will require a 2/3 vote of all Pathfinder leadership and teens/TLTs present at the Leadership Convention, as well as the Youth Director, Executive Coordinator(s), Master Guide Coordinator(s), Pathfinder Coordinator(s), and Pathfinder Area Coordinators.
7. The Area Coordinators positions will require a 2/3 vote of each Area Coordinator's "area leadership." "Area leadership" will be defined as the clubs assigned to the Area Coordinator. This includes all directors, staff, and teens/TLTs in that Area Coordinator's area. The Youth Director, Executive Coordinator(s), and Master Guide Coordinator(s) will vote on all ACs. The Adventurer Coordinator(s) will vote on all Adventurer ACs, and the Pathfinder Coordinator(s) and Teen Coordinator(s) will vote on all Pathfinder ACs.
8. The vote for the Adventurer/Pathfinder Council "At large" member positions will be conducted as outlined in Article IV: Adventurer/Pathfinder Council, Section B: Selection.
9. The vote for the Adventurer/Pathfinder Sub-Council "At large" member positions will be conducted as outlined in Article X: Adventurer/Pathfinder Administrative Sub-Council, Section B: Selection.
10. The Pathfinder Assistant Teen Representatives to the Council will require a 2/3 vote by all teens/TLTs present at the Leadership Convention, as well as the Youth Director, Executive Coordinator(s), Pathfinder Coordinator(s), Teen Coordinator(s), and members of the Teen Committee.
11. Absentee voting will be allowed for Area Coordinator positions only up to one week prior to the Leadership Convention for those individuals who are unable to attend the Leadership Convention. Absentee ballots will only be sent to the Area Coordinators "area leadership."
12. In the absence of the Youth Director, all absentee votes must be submitted in writing to the Executive Coordinator(s) no later than one week prior to the Leadership Convention.

13. If any position fails to pass a vote and becomes vacant, the RMC Youth Director will appoint a person(s) to fill the vacant position according to the process outlined in Article XIV: Replacement Process. For example: An Area Coordinator serving in a position may become “appointed” to the position if the only reason a 2/3 vote could not be obtained was due to the lack of attendance by the ACs “area leadership” and not enough absentee votes were submitted prior to account for 2/3 of the respective leadership.

Leadership Voting Table

Voted Positions	Eligible Voters												Votes Required to Pass	Absentee Ballots Allowed	Proxy Votes Allowed	
	Youth Director	Executive Coordinator(s)	Adventurer Coordinator(s)	Pathfinder Coordinator(s)	MG/Training Coordinator(s)	Teen Coordinator(s)	Adventurer Area Coordinators	Pathfinder Area Coordinators	Area Leadership present	Pathfinder leadership Present	Teens/TLTs present	Teen Committee				
Executive Coordinator(s)	x		x	x	x	x	x	x		x	x	x		2/3rd	N	N
Adventurer Coordinator(s)	x	x			x		x			x				2/3rd	N	N
Pathfinder Coordinator(s)	x	x			x	x		x			x	x		2/3rd	N	N
MG/Training Coordinator(s)	x	x	x	x		x	x	x		x	x	x		2/3rd	N	N
Teen Coordinator(s)	x	x		x	x			x			x	x		2/3rd	N	N
Adventurer Area Coordinators	x	x	x		x				x					2/3rd	Y	N
Pathfinder Area Coordinators	x	x		x	x	x			x					2/3rd	Y	N
Adventurer "At Large" Members	x	x	x		x		x			x				2/3rd	N	N
Pathfinder "At Large" Members	x	x		x	x	x		x			x	x		2/3rd	N	N
Assistant Teen Reps	x	x		x		x						x	x	2/3rd	N	N

ARTICLE XIII: REMOVAL PROCESS

Section A: Positions

This process applies to the following positions: Executive Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Teen Coordinator(s), Teen Representatives, Assistant Teen Representatives Adventurer/Pathfinder Council “At large” members, Adventurer/Pathfinder Administrative Sub-Council “At large” members, and Adventurer/Pathfinder Area Coordinators.

Section B: Removal

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

ARTICLE XIV: REPLACEMENT PROCESS

Section A: Positions

This process applies to the following positions: Executive Coordinator(s), Adventurer Coordinator(s), Pathfinder Coordinator(s), Master Guide Coordinator(s), Teen Coordinator(s), Adventurer/Pathfinder Council “At large” members, Adventurer/Pathfinder Administrative Sub-Council “At large” members, and Adventurer/Pathfinder Area Coordinators.

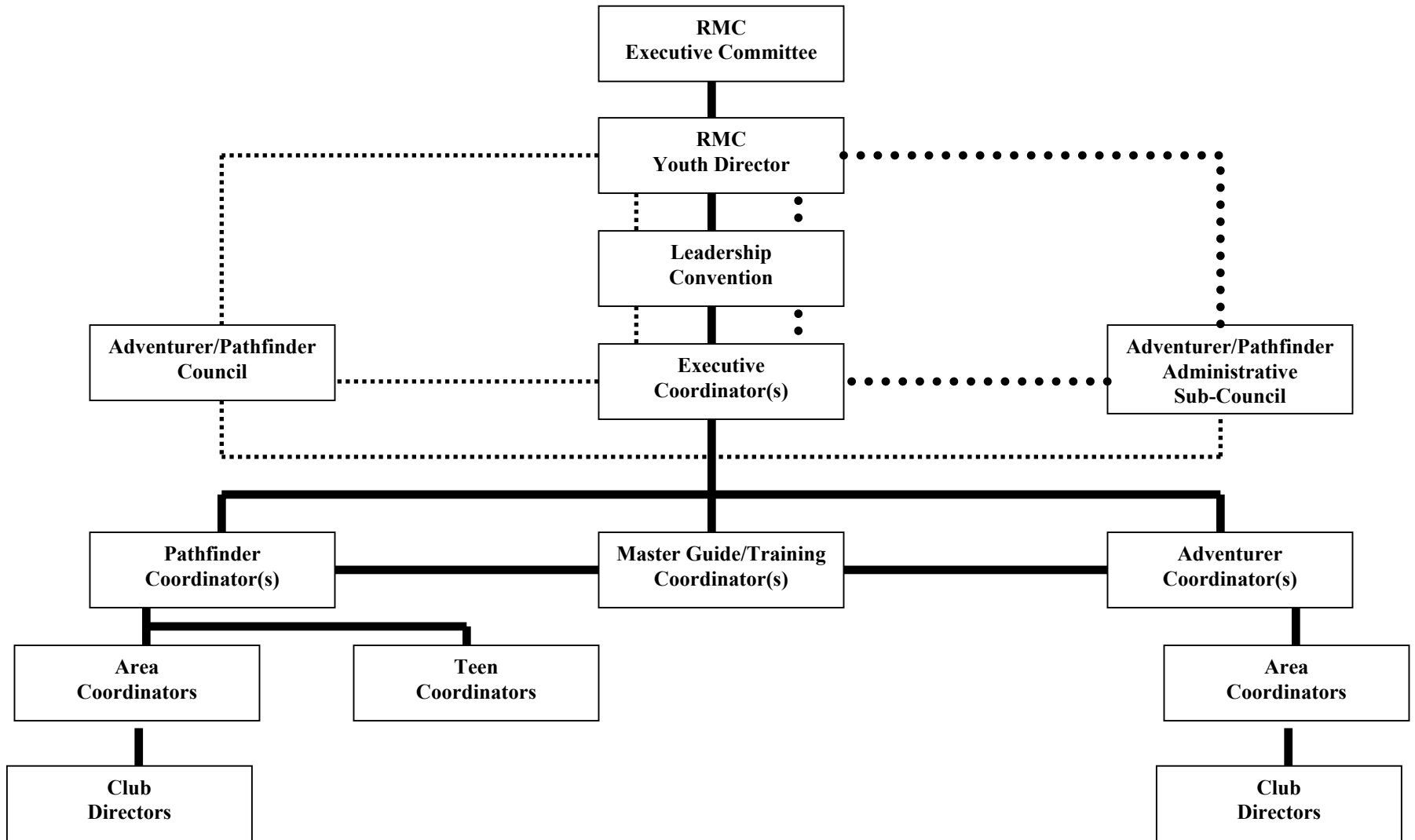
Section B: Replacement

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

ARTICLE XV: AMENDMENT PROCESS (see Appendix III)

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

APPENDIX I
Flow Chart For The
RMC Adventurer/Pathfinder Organizations



— = Direct Communication
 = Primary Administrative Communication Flow

..... = Alternate Administrative Communication Flow

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APPENDIX II

RMC Adventurer and Pathfinder History

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- 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.
- 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 services, and to promote Pathfinder ministry throughout the Rocky Mountain Conference. John Vaden was then elected Executive Coordinator.
- 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.
- 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.
- Spring 1986** When Don Beans moved to the South in the spring of 1986, the number of Area Coordinators remained at eight.
- Fall 1987** Pastor Ron Whitehead became the new RMC Youth Director.
- 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.
- 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.
- 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 build good people as the key people we would make it. We really did not know how successful we were until it was all over. The Camporee was "DARE TO CARE"
- Early 1990s** RMC adopted the NAD Adventurer Program.
- 1992** Sue Nelson was the 1st RMC Adventurer Coordinator.
- 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.

56

57 **1995** Connie Bohlender became the 2nd RMC Adventurer Coordinator.

58

59 **April 1995** Ron Whitehead left to start the CENTER FOR YOUTH EVANGELISM at Berrien
60 Springs, Michigan. There another Camporee was born.

61

62 **1997** Denise Bittler became the 3rd RMC Adventurer Coordinator.

63

64 **August 1997** Phil Muthersbaugh became the RMC Youth Director.

65

66 **June 1999** Joe Savino became the new RMC Youth Director.

67

68 Another International Camporee is scheduled for 2004. The theme will be "FAITH
69 ON FIRE"

70

71 **August 1999** "DISCOVER THE POWER" was the next International Camporee. RMC ran the
72 Panning for Gold activity and built an old mining town and ran it. It was very
73 successful and they want it back again in 2004. Over 22,200 Pathfinders attended.

74

75 **Late 2001/Early 02** Joe Savino reconvened a Constitution Committee to review and update the Pathfinder
76 Constitution. The committee members were: Pastor Joe Savino, Michael Bright,
77 Chris Hill, Pastor Herman Ottshofski, and Mark Wakefield.

78

79 **June 2002** Carla Wakefield was voted in as the 4th RMC Adventurer Coordinator.

80

81 **July 2002** Tobin Dodge became the new RMC Youth Director.

82

83 **August 2002** Lila Barton, Ken Jerabek, Sue Nelson, and Mark Wakefield were the first 4 Master
84 Guides to be invested with their PLA in RMC. This was done at the MAU Camporee
85 in Lexington, Nebraska.

86

87 **September 2003** Tobin Dodge left as Youth Director to become the Ranch Manager at Glacier View
88 Ranch (GVR).

89

90 The RMC Adventurers and Pathfinders voted in at the annual Leadership
91 Convention to accept the new and revised constitutions, one for each ministry, to be
92 reviewed and updated/revised every five (5) years.

93

94 **February 2004** Lila Barton, Ken Jerabek, and Mark Wakefield were the first 3 Master Guides to be
95 invested with their PIA in the RMC. This was done at the NAD Leadership
96 Convention in Denver.

97

98 **June 2004** Pete Braman became the new RMC Youth Director.

99

100 Mark and Carla Wakefield were voted as the new Adventurer/Pathfinder Executive
101 Coordinators.

102

103 **August 2004** "FAITH ON FIRE" was then next International Camporee. It was once again held in
104 Oshkosh, Wisconsin. RMC ran the "Nugget City," which was an old mining town
105 with Panning for gold, a jail where there were lots of "outlaws," an old fur trappers

106 cabin, a Church with stained glass (Plexiglas) windows, and an old train. It was a huge
107 success again as in 1999. Over 33,000 attendees from over 100 countries.
108

109 **September 2005** Kathy MacDonald was voted in as the 5th Adventurer Coordinator.
110

111 **January 2006** Don and Chris Hill were voted as the new Adventurer/Pathfinder Executive
112 Coordinators.
113

114 **February 2006** The NAD Adventurer Committee voted in the new Little Lamb program in
115 Jacksonville, Florida. Part of the curriculum was obtained from the RMC program
116 that was developed by Denise Bittler. The Little Lamb Song “Jesus Is My Shepard”
117 was written by Mark Wakefield from RMC.
118

119 **July 2007** 1st annual Pathfinder Leadership Award (PLA) training weekend held.
120

121 **September 2007** It was voted at the annual Leadership Convention to combine the Adventurer and
122 Pathfinder Constitutions into one (1) constitution representing both ministries
123 equally. The Constitution Committee was then voted in consisting of three (3)
124 Adventurer representatives to consist of Michael Gonzalez, Mara Espinosa, and
125 Carla Wakefield and three (3) Pathfinder representatives to consist of Dale Bridger,
126 Chuck Gadway, and Mark Wakefield. Pastor Pete Braman is also on the committee
127 due to his position as Youth Director.
128

129 **October 2007** The Adventurer and Pathfinder Councils voted to combine into one united
130 Adventurer/Pathfinder Council.
131

132 **February 2008** Mark and Carla Wakefield were the first two (2) Master Guides in RMC to be
133 invested with the Adventurer Leadership Growth (ALG). This was done at the NAD
134 Leadership Convention in Dallas, Texas.
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APPENDIX III
Article of Amendments

September 2004
Revised September 2008

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STATEMENT OF PURPOSE

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Section A: Background

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1. As stated in **Article XV: *Amendment Process*** of the Adventurer/Pathfinder Constitution, the constitution may only be amended at the annual Adventurer/Pathfinder Leadership Convention by a 2/3 vote of the members present at the annual Leadership Convention. The Adventurer/Pathfinder Constitution will be reviewed every 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 XII: *Nomination and Voting Process***.

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Section B: Action

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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 Leadership Convention.
 4. Any amendment added will be kept in a separate document and will be attached as Appendix III.
 5. All amendments will be reviewed and either added as a permanent change to the constitution or deleted during the normal review cycle as outlined in **Article XV: *Amendment Process***.