

PROGRAMMING AND PLANNING

PATHFINDER BASIC STAFF TRAINING

ALBERTO FRANCIS

AREA 6C

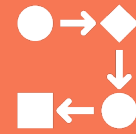
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MATTHEW 7:24-27

²⁴ “Therefore whoever hears these sayings of Mine, and does them, I will liken him to a wise man who built his house on the rock: ²⁵ and the rain descended, the floods came, and the winds blew and beat on that house; and it did not fall, for it was founded on the rock.

²⁶ “But everyone who hears these sayings of Mine, and does not do them, will be like a foolish man who built his house on the sand: ²⁷ and the rain descended, the floods came, and the winds blew and beat on that house; and it fell. And great was its fall.”

AIM & PURPOSE



To develop familiarity with the activities and features that together form the Pathfinders programme.



To provide a background for leaders that will enable them to plan and coordinate a successful ministry with the local club.



To illustrate the importance of advanced planning and its benefits.



ACTIVITY:

In group tell each other

Name one Pathfinder club/class activity you enjoy the most.

Name one Pathfinder activity you dislike.

Explain one way you can better your Pathfinder experience.

ELEMENTS IN CLUB PROGRAMMING

Yearly Plan

Club Sessions

Club Records
- Insurance

Conference events

Area events

Local Club events:

- Investitures
- Other Ceremonies
- Emphasis programs

Engagement
programs



Yearly Plan

- Details all club involvements
 - Incorporates both Local club activities and Conference wide events. i.e., Club session, camporees, assessments
- Option: School calendar or Traditional calendar
 - Approx. 10-month plan
 - Board approval needed

Yearly Plan

TIPS

- Staff planning meeting
- Approvals
- Insurance
- Finance
- Parents

January

7	SEC Expedition	SEC
13	PBE Area testing	SEC
14	Club Day	Welling Club
14	Welling Staff Meeting	
14	PLP Orientation, BST pt1, Evangelism Expo	SEC
21	BST pt2	SEC
28	Club Day - Club Assessment	Welling Club TBC
28	MIT Orientation, Assessment training	SEC

February

1- -4	Winter Camp	SEC
4	Drum theory	SEC - Advent centre
10	PBE Conference testing	
11	Club Day	Welling Club
16-18	TLT Weekend	SEC
18		
24	Welling Club AY Investiture	Welling Club TBC
25	Club Day & Class Outdoor Curriculum	Welling Club

March

4	Drilling and Marching	SEC
11	Club Day	Welling Club
17	Global Youth Day	GC
18	SEC Expedition	SEC
25	Club Day	Welling Club
25	KCFS Training	

April

5--6	Easter Club/ Easter Fundraising Activities	Welling Club
8	Club Day	Welling Club
15	Drilling and Marching	SEC
16--22	PBE – International Finals (USA)	
22	Club Day & Class Outdoor Curriculum	Welling Club

May

Club Sessions

Guidelines:

Approx. 3 – 4hr Club session Timetable example

Traditional club session:

X2 Sunday sessions per month

Or

1 Sunday session and x1 Sabbath session per month

Or

X2 Sabbath Sessions per month



Club Sessions

Consider:

- Church Availability
- Church customs/beliefs
- Parents

Guidelines:

Approx. 3 – 4hr Club session Timetable example

Traditional club session:

X2 Sunday sessions per month

Or

1 Sunday session and x1 Sabbath session per month

Or

X2 Sabbath Sessions per month



Club Sessions

Layout Example:

Sunday Session-

11:00am – Line call and Devotional

11:30am – Drill session

12:15pm – Theory/Practical Learning segments – Break(s)

13:00pm – Fun Recreational learning /Honour/Craft work

13:30pm - Announcements/Closing Ceremony

CLUB SESSION – TIPS

A strict timetable doesn't allow for any breaks. So, adapt timings to allow for one or two breaks OR ensure a change in activity

- Meet the needs of the Pathfinders or Adventurers with whom you are working.
- Remember how much physical resources are available to you

Conference events

Training Events

Pathfinder Days

Camporees

Rally Day

ABE/PBE

AGM

Consider:

- Approval/Insurance
 - Funds
- Human resource
- Transportation
- Participation

Training Events

Pathfinder Days

Camporees

Rally Day

ABE/PBE

AGM

Area events

- Skills Camp
- Curriculum Camps
- Adventurer Day
- Pathfinder Day
- Training
- Area Coordinator Meetings

Consider:

- Travel
- Cost
- Attendance
- Approval



Engagement
programs

- National, e.g., Remembrance Day

- Health Fair

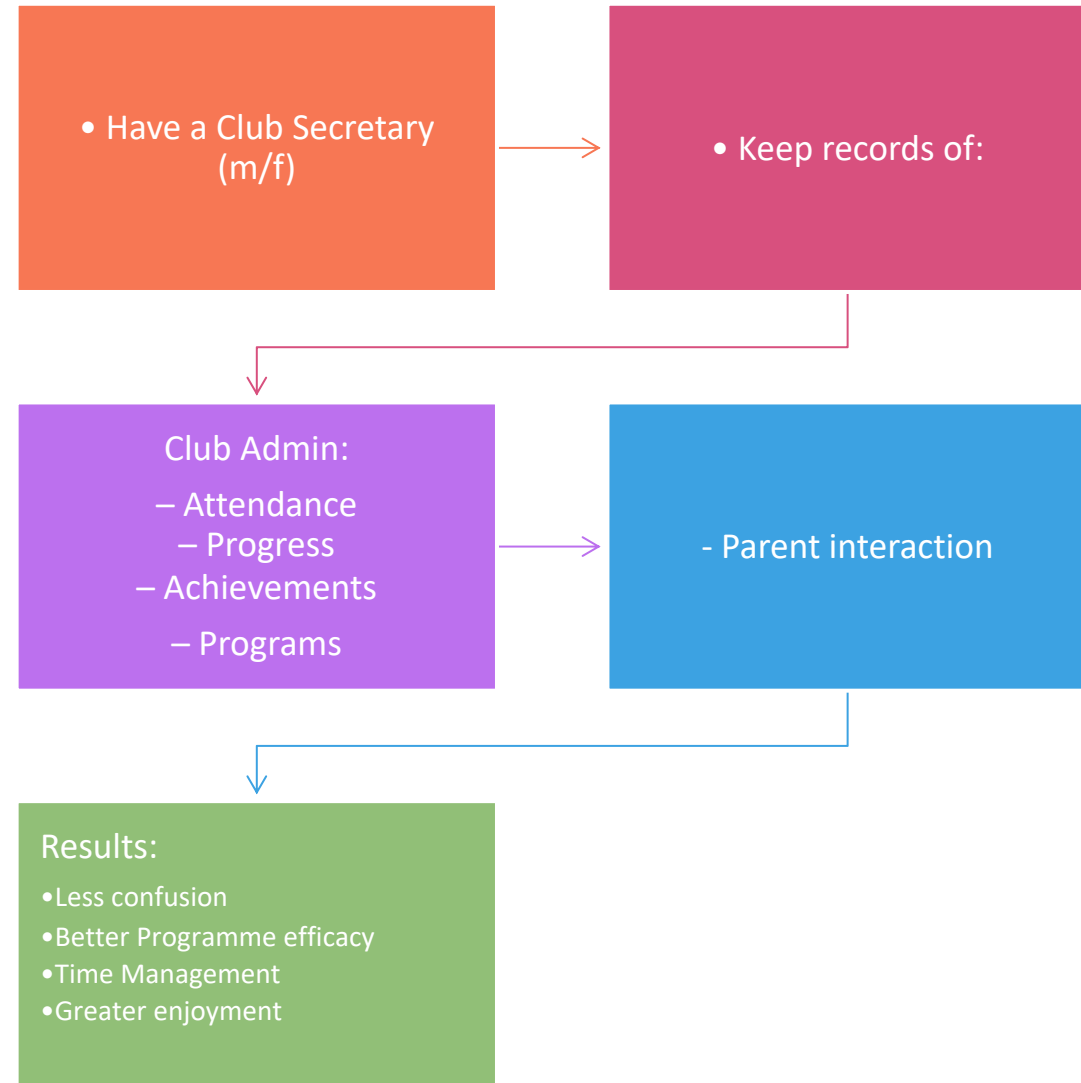
- Environmental Assistance (clean-up), Good Neighbour Schemes

- Visitations

Other church programs

Club Records
- Insurance

KEEP UP TO
DATE





WHY PLAN?



WHY PLAN?

Identify risk

Identify resources

Identify logistics

Explore creativity

Set goals / meet targets

Smooth running

Reduces confusion

Reduces the use of the following phrases:

“errmm” , “lets just” , “I think” , and many more.

WHAT TO
CONSIDER
WHEN
PLANNING?



PATHFINDER PROGRAMS

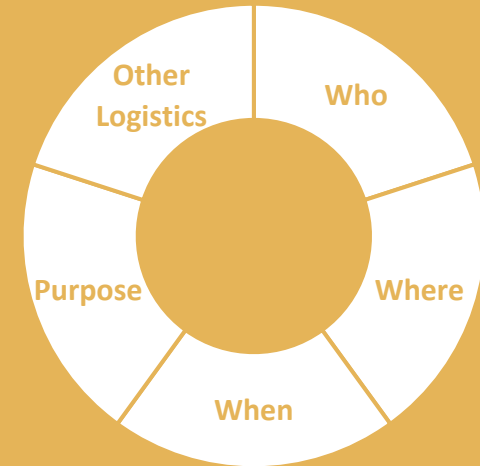
Club Trips

Ceremonies
-Induction
-Investitures
-Pathfinder Day

Community
events

Campouts
Camporees

ACTIVITY



ACTIVITY
10 MINS

Plan the following club activities:

Group 1 - Club Session

Group 2 – Induction

Group 3 - Investiture

Group 4 - Club Trip

- Process of planning
- Resources needed
- What, where, who, purpose, other logistics



TIP

A leader can achieve the aim of the programme only if regular meetings are conducted. These meetings can be conducted according to the needs of the local club.

A well planned, co-ordinated programme, committed to God is our aim.

If we do not plan and prepare, we are preparing to fail.

An hourglass is the central focus, with sand falling from the top bulb into the bottom bulb. The background is a gradient from green at the top to blue at the bottom, with faint circular patterns and numbers on the left side. The text 'RISK MANAGEMENT' is centered in white, bold, uppercase letters.

RISK MANAGEMENT

RISK ASSESSMENT

Risk assessment is a term used to describe the overall process or method where you:

- Identify hazards and risk factors that have the potential to cause harm (hazard identification).
- Analyse and evaluate the risk associated with that hazard (risk analysis, and risk evaluation).
- Determine appropriate ways to eliminate the hazard, or control the risk when the hazard cannot be eliminated (risk control).

RISK ASSESSMENT

Risk assessments are very important as they form an integral part of a personal/group safety management. They help to:

- Create awareness of hazards and risk.
- Identify who may be at risk (e.g., employees, cleaners, visitors, contractors, the public, etc.).
- Determine whether a control program is required for a particular hazard.
- Determine if existing control measures are adequate or if more should be done.
- Prevent injuries or illnesses, especially when done at the design or planning stage.
- Prioritize hazards and control measures.
- Meet legal requirements where applicable.



Every aspect of the 'Pathfinding' has a safety element.

A good leader must always keep in mind the safety and wellbeing of all those they lead and those they encounter.

It is a leader's duty to ensure that whatever event, activity, discussion they have with their adventurers or pathfinders, it does not put their children/team in any harms ways whether it be physical injury, mental and emotional disadvantage.

HOW TO MAKE SURE YOU'RE KEEPING SAFE

PLANNING (O.R.D.E.R) = SAFETY!

A leader who plans, is a leader who is able to identify potential risks.

PLANNING (O.R.D.E.R) = SAFETY!

- O – overview
- R – risk (identify)
- D – discuss
- E – execute
- R – review/repeat

O.R.D.E.R

O – overview

First thing you do on a project is bullet point the main objectives of the task/project. You identify all the different parts of the project, what the project will involve.

Create an overview plan on the project.

O – OVERVIEW

Example 1 (Trip project):

You've been asked to plan a club trip

Overview of task:

- Trip location
- Attendees
- Transport – to & from
- Activities
- Human Resource

O.R.D.E.R

R – risk (identify)

Second step is to identify any potential risks or harming issues that has occurred during your brainstorm. Make a list.

R – RISK (IDENTIFY)

Example 1 (trip project):

You've been asked to plan a club trip

- Transportation
- Crowds
- Number of attendees – staff: child ratio
- Activities and their risk
- Records – COVID

O.R.D.E.R

D – discuss

Third step is to discuss with you team or leader all the potential risks that you've identified.

At this point with assistance, find ways to eliminate the risks or reduce the risk.

O.R.D.E.R

E – execute

After identify risks/harms and finding ways to reduce them, you can now perform the task/project.

In some cases it may be wise to perform the task as a practice before involving all your pathfinders and adventures.

O.R.D.E.R

R – review/repeat

Finally, once you have executed your project, review its performance identifying its success. In some cases, risks/potential harms may have occurred during your project execution. In that case it is important to return to step 3 and discuss ways to eliminate or reduce risk.

RISK ASSESSMENT

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ACTIVITY:

Prepare a basic risk assessment for the following activities:

Group 1: Trip to Zoo

Group 2: Local Curriculum Camp

Group 3: Club Fun day

Group 4: Community Outreach Project