



BASIC STEPS ON HOW TO START YOUR CLUB



1. Once you and your church decide upon organizing a club, attend the Leadership Convention at Wewoka Woods Adventist Center. Prepare and train your staff!
2. If you wish, invite your area coordinator to assist you with the club's organization.
3. After contacting prospective Pathfinder households and promoting the club during Sabbath services, meet with them one Sabbath afternoon before enrollment night. The purpose of this meeting is to answer any remaining questions, to get acquainted as a new club "family", and to build enthusiasm for enrollment night.
4. Have a staff meeting to review enrollment night procedures and answer any remaining questions.
5. Have your enrollment night!
6. Follow-up contacts!
7. Have your first meeting within a week or so of enrollment night so enthusiasm for the new club does not wane. At this meeting, begin your regular schedule of ceremonies, devotional, and activities. At this point, your club is one step away from being "official".
8. Fill out Conference Registration form and Volunteer Staff Information form (one for each staff member!) and send with your fee to the Conference Office.
9. Your club is Certified and Official when our office receives your completed forms. The Conference office then submits the club director's name to AdventSource and your club can set up an account with AdventSource if this is your club's first year in existence (within the last three years). You can then order uniforms, books and other material directly. All Investiture items, TLT material and class insignia must be ordered from the Conference Office.
10. Conduct an Induction Ceremony: Plan it within 2-4 weeks of enrollment night. The Pathfinders should be in uniform during this ceremony. They become "official" Pathfinders as they receive their Pathfinder scarves, slides, and (optional) membership cards.
11. Hold Regular Meetings. Contact missing members. Keep church informed REPORT TO THE CONFERENCE PATHFINDER DEPARTMENT ON A MONTHLY BASIS. (Please use the monthly report form enclosed in this packet. You have a nine month supply but feel free to make copies if necessary.)
12. Now, work your plan and have a great Pathfinder Year and CONGRATULATIONS! You are now a Pathfinder Club.

Detailed steps can be found in How To Start a Pathfinder Club. To obtain a copy, call the ABC or AdventSource.