

# NEW JERSEY CONFERENCE

ADVENTURER CLUB

2021 MANUAL

FOR DIRECTORS  
& STAFF



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Dear Club Leader,

As I look ahead toward 2021, I'm excited that God has chosen you to minister in such a time like this. We have experienced the world change in front of our eyes and all of us have adjust to a new way of life. You may feel inadequate during this pandemic, but God is looking for those who are willing to fill them with His Spirit and utilize them in a powerful way.

In the Bible Isaiah writes his special experience with the Lord. During that time I'm sure he had different challenges to overcome, the entire nation of Israel was facing captivity and the people were discourage and anxious, any familiar feelings? but the Lord asked: "Whom shall I send? And who will go for us?" It is a big question, because we know that today also the challenges are many, we minister young people and Families that are facing huge changes in their lives and they need to be reminded that in the mist of global crisis and social distance era we need to remain joyful because the new Jerusalem is fast approaching, and we all need to continue sharing hope and inviting others to join this movement.

I love Isaiah's answer to the question "Who will go?" He said, "Here am I. Send me!" This year our theme is a declaration of faith "**I WILL GO**", this is an answer to God's request of having faithful leaders ready to inspire our children and young people to serve.

I will be praying for you as we embark in a new opportunity to continue to develop young disciples for

I'm already praying for you as you say "**I WILL GO**" to impact the world around you.

Blessings,



Pr. Eli

Youth Director

NEW JERSEY CONFERENCE OF SDAs



NEW JERSEY CONFERENCE OF SDAs  
**ADVENTURER DIRECTOR**

## Adventurer Ministries Mission:

To provide a church-centered, parent-child relationship strengthening, recreational-spiritual program that develops children, both boys and girls ages 6-9 (1-5 for Discovery Club), spiritually, physically, and socially.

**Adventurer Director should not be a Pathfinder Director.  
These are two different ministries with two different needs and audiences.**

Candidates should demonstrate at least one of the following spiritual gifts:

*Administration*

*Pastor/Shepherd*

*Exhortation/Encouragement*

Candidates should demonstrate at least one of the following passions:

*Children's Ministry*

*Parenting*

*Children's Community Outreach*

Candidate should possess the following qualities:

**I. Love Jesus**

**II. Love young people (ages 6-9, and 1-5 for Discovery Club)**

**III. Possess leadership skills**

A. Plan yearly Adventurer calendar

B. Organize local Adventurer meeting and events which include but not limited to -

Induction Service

Investiture Service

Outdoor Family Activities

Adventurer Sabbath

Family Networking

Outreach activities

C. Ability to plan and manage a board approved budget

D. Organize and lead Adventurer staff and parent meetings

E. Recruit and supervise Adventurer volunteer support staff (class instructors, craft instructors, counselors)

F. Delegate responsibilities among staff members

G. Participate of all NJCYOUTH Adventurer activities and events

#### IV. Communication skills

Ability to communicate club vision and needs to church board and staff

Ability to communicate with parents

Ability to communicate with Adventurer aged children

Maintain a liaison relationship with Conference Youth Ministries and local church

Candidate must have clean record/background (must complete Verified Volunteers Background Check):

\*\*\*Any history of sex offense disqualifies candidate from working with young people and children

# NJC YOUTH MINISTRIES

## 2021 Calendar

<b>JAN</b>	9 29-31	Club Directors Meeting E-Awaken and Children's Ministry Training
<b>FEB</b>	20	Awaken LOVE
<b>MAR</b>	6 7 20 20 20-27	PBE State Level Ski Trip Global Youth Day – Local Church event PBE Union Level Youth Week of Prayer – Local Church event
<b>APR</b>	16-17 16-18 25	PBE Division Level Evangelism Film Festival Children's Ministry Convention
<b>MAY</b>	8 14- 22 15	Youth Sabbath Virtual youth evangelism World Adventurer Day
<b>JUN</b>	4-6	Adventuree
<b>JUL</b>	25-31	Youth camp
<b>AUG</b>	13-15	Pathfinder Camporee
<b>SEP</b>	11 10-12 18	Super Youth Sabbath Master Guide Camp Pathfinder World Day
<b>OCT</b>	6 24	Children Sabbath Children Festival
<b>DEC</b>	3-5	Awaken





NEW JERSEY CONFERENCE OF SDAs

## **WHAT IS NEW & REMINDERS IN 2021**

1. We understand that 2020 was a tough year for everybody and therefore we have chosen not to put any more stress on Directors and Staff (and as a consequence Pathfinders). We acknowledge that the whole world has gone through rapid and unexpected changes, this is why we won't have requirements to participate in this year's Adventuree.
2. Every adult helping with Adventurers and adults/staff/volunteers/parents that will be attending the Adventuree or other Adventurer events must complete Verified Volunteers.  
<http://www.ncsrisk.org/adventist>
3. No need for notarized medical forms.
4. No Club Point System.
5. No pre-adventuree points will be needed, besides camporee registration, keep in mind that your club cannot participate if the club is not registered with the conference first.
6. No need for Quarterly Reports.



NEW JERSEY CONFERENCE OF SDAs  
**STAFF AND STATE COORDINATOR**



**YOUTH DIRECTOR**  
Eliasib Fajardo  
Efajardo@njcsda.org  
(202) 652-6279



**ASSISTANT YOUTH DIRECTOR**  
Anthony Baffi  
abaffi@njcsda.org  
(787) 464-8753



**YOUTH ADMIN. ASSIST.**  
Estefany Flores  
youth@njcsda.org  
(609) 802 0873

**ZONE COORDINATORS**

**ZONE 1 & 2**

TBD

**ZONE 3W**

TBD

**ZONE 3E**

Flora Rojas  
florarojas92@hotmail.com  
(201) 283-7038

**ZONE 4**

TBD

**ZONE 5&6**

Andre Taylor  
aettaylor2@gmail.com  
(609) 433-2605

**ZONE 7**

TBD





# NJCYOUTH MINISTRIES

*Zones Division*



## ZONE 1

Dover Sp  
Hackettstown Eng  
Hackettstown Sp  
Lafayette Eng  
Morristown Eng  
Morristown Sp  
Parsippany Sp  
Philipsburg Eng  
Rockaway Eng  
Tranquility Eng

## ZONE 2

Clifton Sp.  
Garfield Sp.  
Hackensack Eng  
Nuevo Amanecer Sp.  
Paterson Eastside Sp  
Paterson South Sp  
Paterson Temple Sp  
Passaic I Sp  
Passaic II Sp  
Waldwick Eng  
Wayne Eng

## ZONE 3E

Bayonne Sp  
El Faro Sp  
Filipino Eng  
Filipino International  
Guttenberg Sp  
Jersey City Sp  
Jersey City Heights Sp

Jersey City Heights Eng  
La Esperanza  
Maranatha Sp  
Nuevo Amanecer Sp.\*  
Ridgefield Park  
Union City Sp  
West New York Sp

## ZONE 3W

All Nations French  
Belleville Sp  
Bethel French  
Bethesda French  
Bloomfield Sp  
Elizabeth Sp  
Elizabeth Eng  
Harrison Sp  
Irvington Sp

Luzo Brazilian  
Maranatha French  
Newark Sp  
Newark Eng  
Nueva Vida Sp  
Philadelphie French  
Port Elizabeth Sp  
Sion Sp

## ZONE 4

Bound Brook  
Carteret Sp  
Dunellen Sp  
Edison Sp  
First Bilingual  
First Filipino  
Flemington Sp  
Freehold Sp  
Indian Eng  
Indonesian Pioneer  
Lake Nelson Eng

La Victoria  
New Brunswick Eng  
New Brunswick Morija  
New Brunswick Sp  
Perth Amboy Eng  
Perth Amboy Sp  
Pioneer Community  
Eng Plainfield Sp  
Rahway Sp  
Somerville Sp

## ZONE 5

Burlington Eng  
Central NJ Korean  
Collingwood Park Eng  
Crosspoint  
Hightstown Eng  
Hightstown Sp  
Lakewood Sp  
Long Branch Brazilian

Princeton Eng  
Robbinsville Eng  
The Grace Place  
Trenton Eng  
Trenton Sp  
Trenton Korean  
West Long Branch Sp  
Willingboro

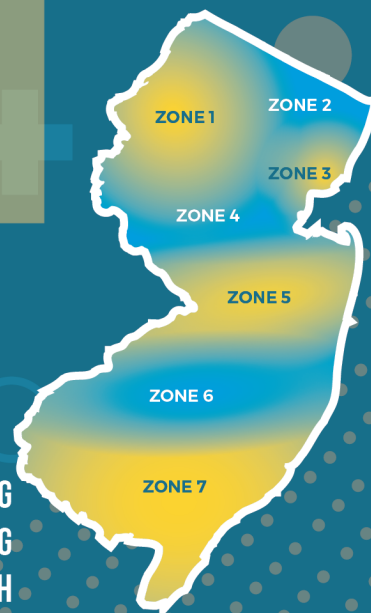
## ZONE 6

Cherry Hill Eng  
Browns Mills Eng  
Laurelwood Eng Mt  
Holly Eng  
Mt Holly Sp  
Toms River Eng  
Williamstown Eng  
Woodbury Eng

## ZONE 7

Atlantic City Sp  
Atlantic County Eng  
Bridgeton Eng  
Bridgeton Sp  
Bridgeton Sp II  
Camden Sp  
Cape May Court  
House Eng  
Swedesboro Sp

Gibbsboro Sp  
Hammonton Sp  
Panamericana Sp  
Parkway South Eng  
Pine Hill Sp  
Redemption Chapel  
Salem Eng  
Vineland Eng  
Vineland Sp



YOUTH@NJCSDA.ORG  
NJCYOUTH.ORG  
@NJCYOUTH

\* ONLY PATHFINDERS



LAYOUT: OCTOBER 2019



## FORMS TO BE KEPT IN THE CLUB FILES



# ADVENTURER MEMBERSHIP APPLICATION 2021

This confidential information will be kept for club use only.

Directors: Please keep this application for your records when going camping or on fieldtrips.

## Membership Requirements:

- Be at least 1 years old for the Discovery Club or be 6 years old for the Adventurer Club
- Faithfully attend scheduled club activities with a parent
- Agree to follow the guidelines set forth by the local club including paying fees
- Follow the Adventurer Pledge (*Because Jesus loves me, I will always do my best.*)
- Follow the Adventurer Law (*Be obedient. Be pure. Be true. Be kind. Be respectful. Be attentive. Be helpful. Be cheerful. Be thoughtful. Be reverent.*)

Child's Personal Information		Application Date: _____	
Last Name		First Name	
Birthdate		Age	
Grade		School	
Home Address			
Baptized?		Baptism Date	
Religious Affiliation		Home Church	
Other Personal Information?			

Parent / Guardian #1 Info		Relationship to child: _____ Does the child live with this person? _____	
Last Name		First Name	
Address		Phone #1	
Email		Phone #2	

Parent / Guardian #2 Info		Relationship to child: _____ Does the child live with this person? _____	
Last Name		First Name	
Address		Phone #1	
Email		Phone #2	

Alternate Emergency Contacts		Relationship to child: _____ Does the child live with this person? _____	
Name		Phone	
Name		Phone	



## ADVENTURER MEDICAL INFORMATION

Health Information											
Food Allergies		Medication Allergies									
Physical Restrictions		Medical Conditions									
Preferred Local Hospital		Physician (Name & Phone)									
Insurance Company		Insurance Policy Number									
Diet Restrictions											
Current Medications	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Medication Name</th> <th style="width: 20%;">Dose Administered</th> <th style="width: 30%;">Time/Frequency Administered</th> <th style="width: 20%;">Reason for Administering</th> </tr> </thead> <tbody> <tr> <td colspan="4" style="height: 100px;"></td> </tr> </tbody> </table>			Medication Name	Dose Administered	Time/Frequency Administered	Reason for Administering				
Medication Name	Dose Administered	Time/Frequency Administered	Reason for Administering								
Health History	<input type="checkbox"/> Asthma <input type="checkbox"/> Hay Fever <input type="checkbox"/> Sinus Trouble <input type="checkbox"/> Earache <input type="checkbox"/> Ear Tubes <input type="checkbox"/> Fainting <input type="checkbox"/> Tuberculosis <input type="checkbox"/> Diarrhea <input type="checkbox"/> Bedwetting <input type="checkbox"/> Kidney Disease <input type="checkbox"/> Constipation <input type="checkbox"/> Stomach Ache <input type="checkbox"/> Diabetes <input type="checkbox"/> Sleepwalking <input type="checkbox"/> Epilepsy <input type="checkbox"/> Rheumatic Fever <input type="checkbox"/> Heart Trouble <input type="checkbox"/> Glasses/Contacts <input type="checkbox"/> Menstrual Problems <input type="checkbox"/> Bee Sting Allergy <input type="checkbox"/> Poison Oak/Ivy Allergy <input type="checkbox"/> Other: _____										
Past Illness/Surgery Hospitalization/											
Immunizations	<input type="checkbox"/> DTP Series <input type="checkbox"/> Polio/OOPV <input type="checkbox"/> Measles <input type="checkbox"/> German Measles/Rubella <input type="checkbox"/> Tetanus <input type="checkbox"/> Tuberculin Test <input type="checkbox"/> Mumps <input type="checkbox"/> Chicken Pox <input type="checkbox"/> Other: _____										
Other Health Information?											

### APPROVAL SECTION:

#### Parent/ Guardian Consent:

As a parent or legal guardian of \_\_\_\_\_, I am in favor of him/her attending all club functions and accept the membership conditions named above. In consideration of the benefits derived from membership, I hereby voluntarily waive any claim against the club of the New Jersey Conference of Seventh-day Adventists for any accidents which may arise in connections with the activities of the Adventurer Club. (This does not waive coverage within the policy limits of church accident insurance, which covers church sponsored activities.) The health history as stated is correct as far as I know, and the person herein described has permission to engage in all prescribed club activities. I give permission for my child to be photographed and his/her picture posted on club and New Jersey Conference of SDAs social media and web sites. I will assist the applicant in observing the rules of the Adventurer organization and will encourage him/her to take part in all club activities. I agree to pay the fee required for Adventurer membership with the conference. Permission for photo copying this information and health record is granted for use by the Adventurer Club only. I also consent for my child to be transported for club activities, in private, church owned vehicles or other mode of transportation.

#### Authorization to Treat a Minor:

I (we) the undersigned parent or legal guardian of \_\_\_\_\_, in case of emergency, hereby give permission to the physician selected by the club director to hospitalize, secure proper treatment, and to order injections or anesthesia for my child. The health history as stated above is correct as far as I know. A photocopy of this shall be valid as the original. I consent for club staff to administer over-the-counter drugs at their discretion with parent notification.

Parent/Guardian Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_



NEW JERSEY CONFERENCE OF SDAs

## VOLUNTEER STAFF APPLICATION FORM

Personal Information		Application Date: _____	
Last Name		First Name	
Birthdate		Phone	
Address			
Email			
Marital Status		Name of Spouse	
Name/Age of Children			
Religious Affiliation		Home Church	
Do you now have, or have you had any injury/sickness that might limit your involvement in Children's/Youth Ministries activities? YES or NO If YES, Describe:			
Have you ever been accused, charged, or disciplined for any unlawful sexual conduct, child abuse, and/or child sexual abuse? YES or NO If YES, Describe:			

Work Experience That Would Qualify You to Work with Children / Youth:			
Job Title	Description of Duties	Date	Location
References who can verify you are suitable for work with Children / Youth:			
Pastor:	City:	State:	Phone:
Name:	City:	State:	Phone:
Name:	City:	State:	Phone:

Verified Volunteers		
Every adult age 18+ should complete the Verified Volunteers training & background check at <a href="http://www.ncsrisk.org/adventist/">http://www.ncsrisk.org/adventist/</a> and provide proof of completion.		Date Completed
I have read and understand the Personal Vehicle Usage Recommendations (Please initial to the right)		
Note: Volunteer staff cannot begin work until their background and driving record checks have cleared. The above information is accurate to the best of my knowledge. I understand the information will be kept confidential in my club files.		
Signature: _____		Date: _____



## VOLUNTEER STAFF MEDICAL INFORMATION

Each staff member should complete the following form.  
This confidential information is for club use only and  
will not be provided to the conference office.

<b>Name:</b>											
<b>Health Information</b>											
<b>Food Allergies</b>		<b>Medication Allergies</b>									
<b>Physical Restrictions</b>		<b>Medical Conditions</b>									
<b>Preferred Local Hospital</b>		<b>Physician (Name &amp; Phone)</b>									
<b>Insurance Company</b>		<b>Insurance Policy Number</b>									
<b>Diet Restrictions</b>											
<b>Current Medications</b>	<table border="1"> <thead> <tr> <th>Medication Name</th> <th>Dose Administered</th> <th>Time/Frequency Administered</th> <th>Reason for Administering</th> </tr> </thead> <tbody> <tr> <td colspan="4" style="height: 100px;"></td> </tr> </tbody> </table>			Medication Name	Dose Administered	Time/Frequency Administered	Reason for Administering				
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<b>Past Illness/Surgery Hospitalization/</b>											
<b>Immunizations</b>	<input type="checkbox"/> DTP Series <input type="checkbox"/> Polio/OOPV <input type="checkbox"/> Measles <input type="checkbox"/> German Measles/Rubella <input type="checkbox"/> Tetanus <input type="checkbox"/> Tuberculin Test <input type="checkbox"/> Mumps <input type="checkbox"/> Chicken Pox <input type="checkbox"/> Other: _____										
<b>Other Health Information?</b>											

### Emergency Contact 1

<b>Name</b>		<b>Phone 2</b>	
<b>Phone</b>		<b>Relationship</b>	

### Emergency Contact 2

<b>Name</b>		<b>Phone 2</b>	
<b>Phone</b>		<b>Relationship</b>	



## NEW JERSEY CONFERENCE OF SDAs **PERSONAL VEHICLE USAGE RECOMMENDATIONS**

Please provide a copy of this document to every potential driver. Drivers must:

- Be at least 21 years of age
- Have a valid driver's license and current vehicle insurance.
- Verify that the vehicle is in good working order (tires, wiper blades, all lights, etc.).
- Require occupants to wear seatbelts.
- Not engage in "distracted driving" (no cell phone, texting, eating, drinking, reading, navigation system adjustments, or boisterous children disciplined while the vehicle is in motion).
- No overloaded vehicles.



For long trips, ensure that there are sufficient drivers so that no one is required to drive more than 11 hours at a stretch.

If someone other than the owner will be driving the vehicle, obtain information on the owner's insurance (company name, policy number, and policy term) and give this information to the person who will be driving the vehicle. The driver will need this information if an accident occurs. Adventist Risk Management does not recommend the use of non-owned autos on approved events. If non-owned vehicles are used, however, adhere to the following guidelines: Adventist Risk Management's auto insurance policy provides coverage for non-owned vehicles on an excess basis. It is designed to protect the organization, not the vehicle owner. In the event of an accident, the vehicle owner must go to his/her insurance company first.

Make sure drivers understand that their personal auto insurance is "primary" and that his/her insurance is responsible for any damage done by the vehicle or to the vehicle. Agree with the owner or driver on who will be responsible for any comprehensive or collision deductibles that might apply to damage done to the borrowed vehicle.

Every insurance policy contains limits, conditions, and exclusions. Read the policy carefully, because it may not respond to all claims for damage.



NEW JERSEY CONFERENCE OF SDAs

## **GUIDELINES FOR VOLUNTEERS & CAREGIVERS**

Directors: Please keep this form for your records

Because our society is filled with pain, problems, and litigation caused by improper conduct of adults working with children and youth, it is imperative that those working with children at church have meaningful guidelines for conduct – to protect both themselves and those under their care. As a ministry volunteer, you want parents and others to feel comfortable and confident with you. Here are some practical guidelines:

1. ***Never leave alone a child – or group of children – for whom you are responsible.***  
Provide adequate supervision at all times, no matter what.
2. ***NEVER be the only adult*** serving as a caregiver – ALWAYS have at least one other person 18 or older with you.
3. ***Always ask a person's permission before touching*** him/her anywhere, even when responding to an injury or problem. This is especially true for any area that would normally be covered by a T-shirt and shorts. If an injury is within this area, make sure another adult works with you as you provide care.
4. ***Physical and verbal attack are inappropriate*** and should not ever be used as discipline. "Time out" or "sit-in-that-chair" may be helpful methods with children.
5. ***Kids need to be touched appropriately.*** However, keep hugs brief and "shoulder-to-shoulder" or side-to-side." Always keep your hands at (not below) the shoulder level. A caregiver kiss is to the forehead or cheek only – not elsewhere. For small children who like to sit on laps, encourage them to sit next to you.
6. ***When taking small children to the bathroom*** – take another adult along or leave the door open.

**Be aware of the signs and symptoms of abuse; be aware of the legal requirements in your locality for reporting child abuse.** In nearly all places, a caregiver can be held legally responsible for failing to report suspected or actual child abuse.

Be loving, kind, firm, and always thoroughly professional as a caregiver. Working with children and youth at church is not only a privilege; it is also a deep responsibility that must be approached with utmost care.

Adventist Risk Management and the North American Division Secretariat mandate the following rules for leaders. These serve as a protection to you and your ministry against charges of abuse:



- ***The volunteer screening rule.*** All volunteers must complete the screening process described on the Volunteer Ministry Information Form.  
(<https://adventistyouthministries.org/files/safety-guidelines/NAD-Guidelines-and-Procedures-For-Well-Trained-Staff.pdf>)
- ***The six-month rule.*** Do not recruit a volunteer who has been a church member for less than six months.
- ***The two-person rule.*** Have at least two adults present always.
- ***The glass window rule.*** If the door to a classroom does not have glass in or around it, the door should be left open, so that the teacher is in full view.

**I, the undersigned caregiver, have read the guidelines listed above and agree to abide by them. I will obtain a copy of this signed form and keep it for reference**

Signed\_\_\_\_\_Date\_\_\_\_\_

# NEW JERSEY CONFERENCE OF SDAs

## VOLUNTEER PAPERWORK CHECKLIST

This checklist is designed to help club directors ensure that all volunteer staff paperwork has been collected from each individual.

[illegible]



**FORMS TO BE SENT TO THE  
NEW JERSEY CONFERENCE**

# ADVENTURER CLUB YEARLY APPLICATION



Sponsoring Church: \_\_\_\_\_ Club Name: \_\_\_\_\_ Year: \_\_\_\_\_

Church Address: \_\_\_\_\_

Pastor: \_\_\_\_\_ Phone: \_\_\_\_\_

Elected Club Director: \_\_\_\_\_ Phone: \_\_\_\_\_

Director's Mailing Address: \_\_\_\_\_

Director's Email: \_\_\_\_\_

Complete the Online form on our website at <http://www.njcyouth.org/clubregistration>

As an alternative, mail this Form & the Certificate of Membership Form by February 28, 2021:

**Mail to:** New Jersey Conference of SDAs Youth Department  
2303 Brunswick Ave., Lawrenceville, NJ 08648

- Certificate of Membership Form (Specifying the class the children belong to)
- Adventurer Club Yearly Application
- Pay \$10 fee for each person listed on Certificate of Membership Form through Check, Money Order, cash or Paypal (if you register online).
- **Note:** Extra insurance can be purchased from Adventist Risk Management for short term travel and recreational sports. Visit <https://adventistrisk.org/en-US/Insurance> for more information.
- **Note:** Volunteer staff cannot begin work until their background and driving record checks have cleared. Contact your local pastor or call the Conference Adventist Risk Management representative for confirmation.

## The Purpose of Adventurers is:

- To strengthen the parent/child relationship.
- To further the child's development in spiritual, physical, mental, and social areas.
- To have the home and church work together to develop a mature and happy child.

## The Church's Commitment to Adventurers:

We, the undersigned, have read, understand, and are in full agreement with the above Philosophy of Adventurers. We agree to support our club with the means that the Lord has given this church. This includes finances, staff volunteers, a meeting place, transportation for outings, and any other needs as may arise in the fulfillment of this ministry.

## Signatures:

Church Pastor: \_\_\_\_\_ Date: \_\_\_\_\_

Head Elder: \_\_\_\_\_ Date: \_\_\_\_\_

Church Clerk: \_\_\_\_\_ Date: \_\_\_\_\_

Club Director: \_\_\_\_\_ Date: \_\_\_\_\_

# CERTIFICATE OF MEMBERSHIP FORM 2021

Please remit this form and a \$10 conference fee for EACH individual listed.  
Make additional copies if necessary.

**NOTE:** Check all categories that apply and **ADD CODE OF PROGRESSIVE CLASS** as it follows:

**BB** - Baby Birds    **LL** - Little Lamb    **CC** - Curious Cubs    **EB** - Eager Beaver    **BBE** - Busy Bee    **SB** - Sunbeam    **BU** - Builders    **HH** - Helping Hand

[illegible]



# FORMS FOR THE CLUB OF THE YEAR

# NEW JERSEY CONFERENCE OF SDAs

## ADVENTURER CLUB INSPECTION

Church Name: \_\_\_\_\_ Club Name: \_\_\_\_\_

Directors Name: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

Number of total members: \_\_\_\_\_ Total members present: \_\_\_\_\_

*Note: This inspection MUST be done by a Zone Coordinator or a Master Guide appointed by Zone or State Coordinator.*

Inspector Signature: \_\_\_\_\_

Club Program each	Good	N/A	Improve
Starts On Time			
Adventurer Pledge & Law			
Pledge of Allegiance			
Pledge to Christian & Bible Flag			
Adventurer Song			
Opening Prayer			
Devotional			
Directors Opening Remarks			
Staff is ON TIME			
Program Variety			
Closing Remarks			
Class C Uniform Present on Everyone (Club Shirts)			
Teachers are prepared			
Each class is in ratio			
Restroom Supervision			
Classes are visual			
Meeting areas are clean			

Notes:

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First Aid Kit each	Good	N/A	Improve
Kit is visible always in safe area			
Products are up to date (not expired)			
Kit has enough supplies for club size			

Notes:

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Club Administration each	Good	N/A	Improve
Verified Volunteers Complete			
Adventurer Club Applications			
Guidelines for Volunteers Signed			
Staff Volunteer Applications			
Volunteer Paperwork Checklist			
Health/Medical Forms			
Photo Consent Forms			

Notes:

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Club Equipment each	Good	N/A	Improve
Club Banner			
American Flag			
Adventure Flag			
Fire Extinguisher			
Instructors have their booklets/manuals			
Christian Flag			

Flags & banners should be properly placed.

Notes:

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Discipline each	Good	N/A	Improve
Manners & Conduct are courteous			
Staff have control of their students			
Children are treated equally/respectfully			
Orderliness during club time			
Staff are respectful of each other			

Director & Staff should be respectful & courteous to inspector & Vice versa

Notes:

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# NEW JERSEY CONFERENCE OF SDAs

## ADVENTURER INVESTITURE FORM

Church Name: \_\_\_\_\_ Club Name: \_\_\_\_\_

Directors Name: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

*Note: This inspection MUST be done by a Zone Coordinator or a Master Guide appointed by Zone or State Coordinator.*

Inspector Signature: \_\_\_\_\_

Entrance each	Good	N/A	Improve
Starts ON TIME			
Color guards			
Commands are being called properly			
Club should be organized & should start at time given to Inspector. 1 point will be deducted for every minute tardy			
Notes:			

Uniform each	Good	N/A	IMPROVE
Women/Girls blue stockings			
Adventure Blue Uniform Shirts			
Women/Girls Navy Blue Skirts			
Staff/Boys Navy Blue Pants			
Black Belts (men/boys)			
Sashes			
Club Scarf & Slides			
Boys/Girls Plain Black Shoes			
Patches Properly Placed & Sewn			
Uniform is ironed & well presented			
Staff/Boys Navy Blue Socks			
Staff All Black Shoes			
Directors Cord and Stars			
Navy Blue Ties Men/Boys			
Navy Blue Ties Women/Girls			
Hair well-kept/No color nail polish/No jewelry			

Entire Club MUST have complete uniform.

Notes:

Ceremony each	Good	N/A	Improve
Adventurer Song			
Pledge of Allegiance			
Christian Flag Pledge			
Bible Pledge			
Adventurer Pledge			
Adventurer Law			
Class Presentation/Memory Work			
Investiture- pin placement			
Devotional is oriented towards the children			

All flags should be present & properly placed.

Pin placement should be performed by Master Guides ONLY

Notes:

Presentation each	Good	N/A	Improve
Club Flag/Banners Present			
Law Explanation presented by CHILDREN			
Organization			
Director/Staff are prepared			
Entire Club is in FULL Uniform			
Discipline & Ordinance from Staff and Adventures			

CLUB TIP: Run through your program at least once before the actual ceremony. Reach out to a coordinator if you need assistance

Notes:



# NEW JERSEY CONFERENCE OF SDAs

## ADVENTURER SABBATH FORM

**Church Name:** \_\_\_\_\_ **Club Name:** \_\_\_\_\_

**Directors Name:** \_\_\_\_\_ **Inspection Date:** \_\_\_\_\_

*Note: This inspection MUST be done by a Zone Coordinator or a Master Guide appointed by Zone or State Coordinator.*

**Inspector Signature:** \_\_\_\_\_

Uniform each	Good	OK	Improve
Woman navy blue stockings			
Adventure Blue Uniform Shirts			
Staff/Girls Navy Blue Skirts			
Staff/Boys Navy Blue Pants			
Black Belts (men/boys)			
Sashes			
Club Scarf & Slides			
Boys/Girls Plain Black Shoes			
Patches Properly Placed & Sewn			
Girls Navy Blue Stockings			
Staff/Boys Navy Blue Socks			
Staff All Black Shoes			
Hair well-kept/No color nail polish/No jewelry			
Uniform is ironed and well presented			
Directors Cord and Stars			
Navy Blue Ties for Men/Boys			
Navy Blue Ties for Women/Girls			

ENTIRE CLUB MUST HAVE COMPLETE UNIFORM.  
Any new members should be well presented & have proper pants/skirts & blouses, socks & shoes, everything else is excusable.

Notes:

Ceremony each	Good	OK	Improve
Theme is present (No specific theme)			
Adventurers are participating throughout the program			
Adventurer or Adventurers preaching			

It is very important that our children participate on their special day

Notes:

Presentation each	Good	OK	Improve
Club Banners/Flags			
Adventure Pledge			
Pledge of Allegiance			
Christian Pledge			
Bible Pledge			
Adventure Law			
Adventure Song			
Opening/Closing Prayer			

Everything should be placed in the correct order.

Notes:

# NEW JERSEY CONFERENCE OF SDAs

## ADVENTURER INDUCTION FORM

Church Name: \_\_\_\_\_ Club Name: \_\_\_\_\_

Directors Name: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

*Note: This inspection MUST be done by a Zone Coordinator or a Master Guide appointed by Zone or State Coordinator.*

Inspector Signature: \_\_\_\_\_

Uniform each	Good	N/A	Improve
Woman blue stockings			
Adventure Blue Uniform Shirts			
Staff/Girls Navy Blue Skirts			
Staff/Boys Navy Blue Pants			
Black Belts (men/boys)			
Sashes			
Club Scarf & Slides			
Boys/Girls Plain Black Shoes			
Patches Properly Placed			
Girls Navy Blue Stockings			
Staff/Boys Navy Blue Socks			
Staff All Black Shoes			
Hair well-kept/No color nail polish/No jewelry			
Uniform is ironed and well presented			
Directors Cord and Stars			
Navy Blue Ties for Men/Boys			
Ties for women/girls			

ENTIRE CLUB MUST HAVE COMPLETE UNIFORM.  
Any new members should be well presented & have proper pants/skirts & blouses, socks & shoes, everything else is excusable.

Notes:

Induction each	Good	N/A	Improve
Law Explanation by Adventurers			
Explanation of Classes by Teachers/Instructors			
Altar			
Altar Explanation			
Scarf Placement			
Parent/Adventurer Commitment			

Scarf placement MUST be done by Master Guides ONLY.

Notes:

Entrance each	Good	N/A	Improve
Starts ON TIME			
Color guards			
Commands are being called out properly by an MC			

Club should be organized & should start at time given to Inspector. 1 point will be deducted for every minute tardy

Notes:

Ceremony each	Good	N/A	Improve
Pledge of Allegiance			
Christian Pledge			
Bible Pledge			
Adventurer Pledge			
Adventurer Law			
Opening Prayer			
Adventurer Song			
Devotional is child oriented			

CLUB TIP: Run through your program at least once before the actual ceremony. Reach out to a coordinator if you need assistance

Notes:

Presentation	Good	N/A	Improve
Director & club are prepared			
Club & Flag Banners Present			
Director is organized			
Club is in COMPLETE uniform			
Club is disciplined & orderly			

Organization is key to a great program!

Notes:



And the King will say,  
"I tell you the truth, when you did it to one  
of the least of these my brothers and sisters,  
you were doing it to me!"

MATTHEW 25:40