



Adventurer Basic Staff Training Course



ONTARIO CONFERENCE
ADVENTURER MINISTRY

Name _____

Church/Club _____



The Adventurer Basic Staff Training Course

INTRODUCTION

The Adventurer Basic Staff Training Course is designed to develop awareness in leaders of the fundamentals of the Adventurer ministry and to help club leaders become familiar with the procedures, policies, and resources necessary to commence and maintain an Adventurer Club.

This course is not intended to teach the basics of what Adventurers learn, but rather those basic elements of information necessary for any Adventurer staff member or leader to fulfill his or her duties.

Participants will attend a minimum of 10 hours of seminar training conducted by the Ontario Conference Adventurer Ministry personnel. This training shall include both seminar lecture and discussion. Each participant is required to have a portfolio or a 3-hole ring binder and a copy of the Adventurer Staff Manual.

This Basic Staff Training (BST) Course is a prerequisite to the Master Guide Leadership Course. A BST certificate issued by the Ontario Conference will be presented to each participant upon completion of requirements. Send a copy of the completed and signed Adventurer BST Course Checklist to the Ontario Conference Adventurer Ministry via mail, e-mail or fax:

Mail:

Adventurer Ministry
Ontario Conference of the Seventh-day Adventist Church
1110 King St. East, Oshawa, ON L1H 1H8

E-mail:

adventurers@adventistontario.org
Fax:
905-571-5995

This BST curriculum is basically a reproduction of the Adventurer Staff Training Course produced by the Adventurer Ministries of the North American Division with minor edits and additions that suit the Ontario Conference context.



ONTARIO CONFERENCE ADVENTURER MINISTRY

The Adventurer Basic Staff Training Course

Name _____ Church _____

E-mail _____ Phone _____

Training Initiation Date _____ District _____

Requirements	Completed		
Attend the following seminars on the Fundamentals of the Adventurer Club:	<i>Date</i>	<i>Instructor</i>	<i>Signature</i>
1. Adventurer Club Ministry: Its Purpose, History & Relationship to the Church	_____	_____	_____
2. Introduction to Club Organization	_____	_____	_____
3. Intro. to Planning & Programming	_____	_____	_____
4. Special Programs	_____	_____	_____
5. Adventurer Curriculum	_____	_____	_____
6. Adventurer Stars, Chips, and Awards	_____	_____	_____
7. Developmental Growth & Intro. to Effective Teaching Methods	_____	_____	_____
8. Intro to Child Safety Issues, Medical, and Risk Management	_____	_____	_____

Submit a one-page, single spaced, typewritten reflection paper based on what you have learned from the Basic Staff Training and its implication to your commitment to and involvement in Adventurer Ministry.

Reviewing Adventurer Officer use only

I have completed a review of the participant's *Portfolio* and *Basic Staff Training Check List* and have found them to have fulfilled the requirements for this training course.

Training Completion Date _____ Signature _____

Name of Reviewing Adventurer Officer _____

E-mail _____ Phone _____



Name _____

ADVENTURER BASIC STAFF TRAINING – Section 1

Adventurer Club Ministry: Its Purpose, History, And Relationship to the Church

(60 minutes)

Overview

This seminar presents an introduction to club ministry from the Adventurer Club perspective. It compares and contrasts the program and purpose of the Adventurer Club and its role in faith development. This ministry involves the family ministry, children’s ministry, and Pathfinder Club ministry.

Purpose

To emphasize that the mission and objectives of the Seventh-day Adventist Church must be relevant and meaningful to today’s families.

Objective

To recognize the philosophy, purpose, and uniqueness of the Adventurer ministry and gain an overview of its history.

Explanation

- 1. Mission Statement (5 min)
- 2. Adventurer Philosophy (10 min)
- 3. History of Adventuring..... (10 min)
- 4. Adventuring as a Ministry (15 min)
- 5. Adventurer Relationship to Church (10 min)
- 5. Adventurer Logo (5 min)
- 6. Adventurer Director’s Guide..... (5 min)

NOTES

Instructor’s Name _____

Instructor’s Signature _____

Date Completed _____





Name _____

ADVENTURER BASIC STAFF TRAINING – Section 2

Introduction to Club Organization (75 minutes)

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Overview

This seminar highlights the Adventurer Club program. It outlines job descriptions and expectations for each club leader and reviews the qualities of a Christian leader, and club structure. It also covers club regulations on membership, attendance, forms, etc., and Conference policies including reporting, finances, uniforms, and insurance.

Purpose

To introduce the standards and requirements of the Adventurer Club organization.

Objective

To explain basic procedures and policies relevant to the establishment and maintenance of the Adventurer Club.

Explanation

Participants will study three major areas:

1. Club Organization..... (25 min)
 - a. Church commitment
 - b. Staff training
 - c. Flow chart
 - i. Denominational flow chart
 - ii. Club organizational flow chart
2. Operating Policies (25 min)
 - a. Church Board membership
 - b. Parental involvement
 - c. Club membership
 - d. Uniform
 - e. Calendar and time options
 - f. Registration form
 - g. Insurance, safety, child abuse, and discipline
 - h. Medical and Liability Release Forms
3. Start-up and structuring (25 min)

Instructor's Name _____

Instructor's Signature _____

Date Completed _____





Name _____

ADVENTURER BASIC STAFF TRAINING – Section 3

Introduction to Planning and Programming

(75 minutes)

Overview

The seminar outlines the planning process. It reviews the elements of the typical Adventurer year including regular meetings, stars, chips and awards, curriculum, Induction, Adventurer Sabbath, campouts, Investiture, and Conference events.

Purpose

To help children build friendships with Jesus, guide them toward eternal life, and strengthen their relationship with their parent(s).

Objective

To understand and implement the Adventurer program, its features to be followed and presented, and persons participating.

Explanation

1. Yearly Program (15 min)
 - a. Club goals
 - b. Parental involvement in Teaching Class
2. Programming Guidelines (15 min)
3. Club Meeting (10 min)
 - a. Club membership
 - b. Non-club membership
4. Child-Parent Activities..... (15 min)
5. Programming (20 min)
 - a. Registration
 - b. Public relations
 - c. Field trips
 - d. Conference events
 - e. Family Camps

Instructor's Name _____

Instructor's Signature _____

Date Completed _____

NOTES





Name _____

ADVENTURER BASIC STAFF TRAINING – Section 4

Special Programs (75 minutes)

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Overview

This seminar presents the general outline of the Adventurer Club's special programs such as, Open House, Induction, Investiture, Family Blessing, Adventurer Sabbath, and Family Network.

Purpose

To introduce the standards and requirements of the special programs.

Objective

To emphasize the importance of the special programs and the impact in the lives of Adventurer parents and their children.

Explanation

1. Open House (another way to reach new members for the club)
2. Induction
3. Investiture
4. Family Blessing
5. Adventurer Sabbath
6. Family Network

Instructor's Name _____

Instructor's Signature _____

Date Completed _____





Name _____

ADVENTURER BASIC STAFF TRAINING – Section 5

Adventurer Curriculum (75 minutes)

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Overview

This seminar presents the general outline and structure of the Adventurer Curriculum. It outlines the four components of the curriculum: *Basic, My God, Myself, My Family, My World*. It shows how each level builds on the next and how each have the same basic components so they work together. It outlines minimum requirements for a child to qualify for Investiture.

Purpose

To understand the Adventurer curriculum, constituting areas of specialization to the participant.

Objective

To suggest methods of teaching the Adventurer curriculum In a creative and meaningful manner.

Explanation

1. Adventurer Goals (5 min)
2. Overview (10 min)
3. How to Use the Curriculum Materials (15 min)
4. Planning for Success (20 min)
 - a. Understanding creativity
 - b. Study the class curriculum
 - c. Work out your teaching plan
 - d. Dealing with special challenges
 - e. School classroom curriculum
5. Plan Your Calendar and Work Your Plan (25 min)
 - a. Identify special needs and interests
 - b. Choose a track-requirement to work
 - c. Who will teach the requirement?
 - d. When will the requirement be taught?
 - e. Where will the requirement be taught?
 - f. What information do they need to know?
 - g. How will you teach it?

Instructor's Name _____

Instructor's Signature _____

Date Completed _____





Name _____

ADVENTURER BASIC STAFF TRAINING – Section 6

Adventurer Stars, Chips, and Awards (60 minutes)

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Overview

This seminar gives a taste of the Adventurer stars, chips, and awards to get the child excited to learn more. Special emphasis is given to creating experiential learning activities to complete the stars, chips, and awards - spiritually, mentally, socially, and physically.

Purpose

To help each child achieve various Adventurer goals by participating in fun and meaningful activities.

Objective

To teach Adventurers that learning is fun; to include Jesus in every activity; and to encourage them to grow mentally, physically, socially, and spiritually.

Explanation

To develop an awareness that some children need greater challenges and additional activities while others may find it difficult to accomplish the requirements.

1. Goals (10 min)
 - a. To teach the Adventurer new concepts and activities in fun and creative ways
 - b. To challenge a more adventurous child without discouraging a lesser achiever.
 - c. To help each Adventurer achieve a balanced life.
 - d. To encourage each child to do his or her best.
2. Be Creative (20 min)
 - a. Enjoy learning on the chosen subject
 - b. Present ideas in a fun way
 - c. Collect ideas and materials
 - d. Have hands-on experience
 - e. Expand and make the requirements come alive.
3. Select and teach a new Star, Chip or Award..... (30 min)
 - a. Demonstrate and encourage participation

Instructor's Name _____

Instructor's Signature _____

Date Completed _____





Name _____

ADVENTURER BASIC STAFF TRAINING – Section 7

Developmental Growth and Introduction to Effective Teaching Methods for Pre-K through 4th Grade (60 minutes)

Purpose

This seminar describes the mental, spiritual, physical, and social growth and needs of the typical adventurer. It includes practical pointers on leading, nurturing, and disciplining them. It also provides an introduction of learning styles, teaching techniques, and teachable moments.

Purpose

To understand the Adventurer and to introduce teaching methods for a variety of age levels.

Objectives

- Understanding the Adventurer developmental growth.
- To instruct and inform the students in creative and effective ways of teaching.
- To help each Adventurer be successful at his/her developmental level.

Explanation

1. Overview of child development from Pre-K through 4th grade:

- Spiritual
- Mental
- Physical
- Emotional

2. Overview of the 4 Core concepts of teaching:

- Knowledge
- Communication Skills
- Interest
- Respect for students

3. Overview of different teaching methods:

- Hands-on activities
- Learning games
- Craft
- Visual aids
- Interactive stories
- Skits/puppets
- Songs/memorization
- Redirecting negative behavior
- Have fun teaching!

NOTES

Instructor's Name _____

Instructor's Signature _____

Date Completed _____





Name _____

ADVENTURER BASIC STAFF TRAINING – Section 8

Introduction to Child Safety Issues, Medical, and Risk Management (75 minutes)

Overview

This seminar covers introductory information on Verified Volunteers requirements, NAD Camping Guidelines, medical history forms, release forms, abuse prevention, staffing levels, transportation guidelines, emergency plans, and supervision. It also covers medical conditions of children as presented by Adventist Risk Management.

Purpose

To ensure the safety of each Adventurer and to protect all volunteers against liability.

Objectives

- Understanding the safety regulations of the Adventurer Program
- To recognize signs of potential child abuse

Explanation

- Confidentiality
- Accountability (check-in/check-out system)
- Information about Verified Volunteers/ Vulnerable Sector Screening
- Safety guidelines – camping regulations, field trips, regular club meetings
- Familiarize yourself with medical concerns
- Forms – check with your local Conference for required forms and where to submit each form.
- Safety Suggestions for children and adults:
 - Never share sleeping areas with non-family members
 - Appropriate touch
 - Open classrooms
 - Never put yourself in one-on-one situation.

NOTES

Instructor's Name _____

Instructor's Signature _____

Date Completed _____

