



Master Guide Binder Index

Section I: Pre-Requisites

1. Church Membership (Baptismal Certificate, photo of your baptism, church bulletin that includes your baptism by name, letter from pastor or church clerk confirming membership)
2. Written recommendation from your local church board, preferably on church letterhead, stating that the candidate is in regular standing.
3. A completed Basic Staff Training Certification (or BST signed checklist).
4. Statement from club director that candidate has completed a minimum of one year in one of the following ministries.
 - a. Adventurers Ministries
 - b. Pathfinder Ministries

Section II: Spiritual Development:

All written reports should be double spaced. You can use Arial or Times New Roman 12pt, with a 1" margin all around. All reports written manually need to be double spaced and written legibly.

1. Steps to Christ - 1-page summary
2. Encounter Series I- "Christ the Way – 1-page summary, study guide or chapter reports
3. Four-week devotional journal or completed Steps to Discipleship Personal Spirituality Curriculum.
4. Pathfinder Evangelism Award Certificate
5. 28 Fundamental Beliefs: 2-paragraphs on each belief
6. Documentation of 4 presentations on beliefs (*Section II, #6)
7. Church Heritage Award: 2-pages (or more depending on which method used to earn the award.) (Section II, #7b)
 - a. Summary of a book about SDA youth ministry 1-page (*Section II, #7b)
8. Summary of a book about Church Heritage 1-page (*Section II, #8)
9. Seminar Certificate, or a 2-page (minimum) research paper about a standard temperament analysis program and a completed affiliated temperament inventory.

Section III: Skills Development

1. Ten (10) Seminars (*Section III, #1): copy of certificates provided by trainer or 1-page reaction paper each & copies of handouts.
2. Risk Management Seminar certificate provided by trainer or 1-page reaction paper & copies of handouts.
3. Child Abuse Seminar certificate provided by trainer or 1-page reaction paper & copies of handouts.
4. Documentation for honors: Christian Storytelling, Camping Skills I-IV, Basic Drilling/Marching, Knots.
5. Documentation for 2 honors (level 2 or 3) not previously earned.
6. Current First Aid & CPR certificate (Instructor Required)
7. Documentation of IA supervision for at least 1 year. (*Section III, #7)

Section IV: Child Development

1. Book "Education": 1-page response focusing on benefits.
2. "Child Guidance" or "Messages to Young People": 1-page response focusing on benefits.
3. Child development seminar certificate provided by trainer or 1-page reaction paper & copies of handouts.
4. Reflection paper (1-page) on 2-hour observation of Pathfinders (or Adventurers) interactions.
5. Discipline seminar certificate provided by trainer or 1-page reaction paper & copies of handouts

Section V. Leadership Development

1. Reflection paper (1-page) on a current book about "Leadership" (*Section V, #1)
2. Provide documentation for demonstration of leadership skills.
 - a. Three (3) Creative worships (outlines and materials used)
 - b. Conference sponsored event leadership (outline and materials used)
 - c. Two Pathfinder honors (or 3 Adventurer awards) instructor (outlines and materials used)
 - d. Field trip leadership (outline and material used)
 - e. Statement of 1-year participation and 75% attendance at all staff meetings (signed by club director or club clerk)
3. Personal ministry goals document (*Section V, #3)
4. Document three (3) current goals (1 must be spiritual) with 3 objectives for each.

Section VI. Fitness Lifestyle Development

1. Documentation personal physical fitness plan. (*Section VI, #1)
 - a. Keep a record for 3 months of your exercise plan.
 - i. Initial weight at the beginning of the month
 - ii. Final weight at the end of the month
 - iii. Log: Date: 8-2; Distanced walked or hours of exercise performed and what type

Example:

Candidate's Name: <u>Someone Somewhere</u>		Target: <u>Loose 15 pounds and increase aerobicactivity</u>
Month: <u>September</u>	Initial Weight: <u>185 lbs.</u>	Final Weight: <u>180 lbs.</u>
<p>Week 1: The goal is to increase 500 steps per week until I reach 10,000 steps daily or approx. 5 miles. I will begin walking the Blue trail that has a distance of 2.5 miles @ Sleeping Giant State Park. (2000 steps = 1 mile). 9/3/08 I was able to complete 2000 steps in 2 hours 9/5/08 2300 steps in 1hr 50 min. 9/7/08 Sleeping Giant State Park blue trail: I completed 2500 steps in 1hr 35 min.</p>		
<p>Week 2: Goal: be able to increase from 2500 steps to 3000 steps. 9/11/08 2700 steps in 1hr 30 min. 9/13/08 3000 steps in 1hr 30 min. 9/15/08 3500 steps in 1hr 30 min.</p>		

Section VII. Documentation

*See documentation requirements listed in Master Guide Requirements document.

KYTNC Supplemental Honors

As part of your Master Guide training you are strongly encouraged to earn the following honors if you have not earned them yet:

1. Bible Evangelism
2. Junior Youth Leadership
3. Ecology
4. Temperance
5. Housekeeping
6. Personal Evangelism

