

CLUB PLANNING 2017-2018

This document can be viewed on-line at www.OregonPathfinders.org

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Pathfinder Theme Text

²⁶ I make a decree that in every dominion of my kingdom *men must* tremble and fear before the God of Daniel.

For He *is* the living God,
And steadfast forever;
His kingdom *is the one* which shall not be destroyed,
And His dominion *shall endure* to the end.

²⁷ He delivers and rescues,
And He works signs and wonders
In heaven and on earth,
Who has delivered Daniel from the power of the lions.
Daniel 6:26-27 (NKJV)

YEARLY PATHFINDER PLANNING

Oregon Pathfinders 2017-2018

Planning for the Pathfinder Year (June 1 to May 31)

- Begin with Prayer – Continue with Prayer – Never stop Praying!
- Recruit Staff for positions needed (see *Oregon Pathfinders Handbook*, Leadership section)
- Submit Volunteer Information Forms to the Conference Risk Management Department for new staff, or returning staff every 3 years. (see *Oregon Pathfinders Handbook*, Policies section, for the form)

Oregon Pathfinders Yearly Theme & Bible Text

- Theme: Daniel's God – My God (incorporate into all your planning)
- Bible Text: Daniel 6:26-27 (incorporate into all your planning)

Create a Yearly Club Calendar

- Include in your Club Calendar the Conference and District-sponsored events and activities
- Establish a regular date, time, and location for your club meetings
- Include your staff meetings in the club calendar
- Present your Club Calendar to your Church Board for approval and to be recorded in the board minutes. This makes your Pathfinder events "official" activities covered by insurance.

Activities/Outings

- All off-site activities MUST be church board approved so that Conference Pathfinder insurance covers your Pathfinder events and activities.
- Some events need additional approval and insurance as required by Risk Management (See *Oregon Pathfinders Handbook*, Policy section, Water Sports & High Risk Activities)

Budgeting and Fundraising

- Prepare a Pathfinder budget based on the expected incomes and expenses anticipated.
- Plan for Club Fundraisers (see *Oregon Pathfinders Handbook*, Fundraising section)

AY Investiture Achievement planning

- Plan for the Investiture Achievement to be taught based on the grade levels of Pathfinders.

AY Honors Planning

- Select honors that are required for the Investiture Achievement Levels.
- Select honors that correspond to the yearly theme when possible.
- Select honors that you have Instructors available to teach, and ones your Pathfinders are excited to learn.

Pre-program Planning

- Determine the dates and locations of the specific programs for the year and reserve them.
- Plan for the theme and experience that you want each program to achieve.
- Invite speakers & instructors who will address the theme.

Calendar Planning 2017-2018

Calendar of Events 2017-2018

June

16-18 Cascade View,
Neah-Kah-nie Districts
Campout

23-25 Willamette, Mt
Hood Districts campout

July

13-15 Spanish Camp
Meeting

18-22 English Camp
Meeting

August

4-6 Pathfinder Challenge

11-13 Pathfinder Leaders
Convention

14-22 Pathfinders TLT
Mission trip to Alaska

September

14-17 NPUC Camporee

October

6-8 Fall Teen Event

27-29 Teen Ministry
Training at BLYC

January

5-7 Coordinators Retreat

20 District Bible
Experience

26-28 TLT Convention

February

16-19 Pathfinder Snow
Experience at BLYC

February (continued)

24 Conference Bible
Experience, Eugene OR
area (TBA)

25 Willamette District
Honors Day

March

2-4 Winter Teen Event

9-11 Union Level PBE,
Idaho Conference

April

Division Bible Experience
(TBA)

27-29 Spring Teen Event

May

20 PF Fair



OREGON PATHFINDERS

LEADING YOUNG PEOPLE INTO A SAVING RELATIONSHIP WITH JESUS CHRIST

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PATHFINDER BUDGET PLANNING

Pathfinder Conference Events Budget Planning

Because Pathfinder Club budgeting is important, here are the Registration Fees for the Conference Pathfinder Events for this Pathfinder year 2017-2018.

- Leaders Convention: Pre-registration \$20 per person, (does not include accommodations) Reg-registration \$25 per person, Meal Package \$18 (includes 5 meals)
- Camporee: NPUC Camporee
- Teen Retreat: Pre-registration \$65 per person, Registration
- TLT Convention: ___ per person, ___ per person for day-use only
- Bible Experience: Free
- Fair: \$15 (estimate) per person Participation Fee

Registration Fees for District events and Teen events will be determined as they are planned.

Managing Pathfinder Funds

The question of how to handle Pathfinder funds has troubled many of the local church treasurers and Pathfinder leaders. It can become cumbersome at times to have to ask the church treasurer for funds to purchase the necessary supplies. The local church board needs to establish guidelines for managing the Pathfinder funds that will work efficiently for the Pathfinder Club Treasurer and the Church Treasurer. (see *Oregon Pathfinders Handbook*, Policies section, Pathfinder Funds Policy)

Church Treasurer

- All funds are to be passed through the church treasurer (this includes weekly dues)
- A petty cash box of \$300.00 may be kept by the Club Treasurer (board to set cash box limit)
- Only the Club Treasurer is to have access to the cash box
- Keep cash box in a locked place and not in the Pathfinder room
- All receipts are given to the Club Treasurer who submits receipts for reimbursement
- Club Treasurer turns in the receipts to the Church Treasurer to replenish the cash box
- Any large sums of money spent over cash box limit are to be returned directly to the Church Treasurer for reimbursement

Club Checking Account Option (not a District club)

- The local church board must approve for a club to have a Club Checking Account.
- Follow all instructions laid out by the church board including a monthly or quarterly report
- Have the account audited when the church books are audited
- Keep accurate records of all incoming and outgoing monies

Fundraising

It is not recommended that clubs use fundraising projects as a means for balancing their Pathfinder budget. Fundraisers should be used for raising funds for specific projects, equipment needs, or special outings. (See *Oregon Pathfinders Handbook*, Fundraising section)