
Inspection/Evaluation

Improvement and growth often come from a time of reflection. In the time of reflection we are able to evaluate and see where we can improve and grow our ministry. Jesus call us to excellence, and with His Spirit in us, we become more like Christ each day. We endeavor to have each Pathfinder improve each year as well, through Christ. The Inspection & Evaluation process is just that.

INSPECTION

In the **Inspection**, your local Area Coordinator will come to your club meeting and to the following:

1. Encourage you and the Pathfinders
2. Inspect the uniforms to make sure they are up to the standards
3. Attend and observe club meeting
4. Give a little talk or drill time with the Pathfinders
5. Fillout paperwork for inspection
6. Answer any questions you may have
7. Submit Inspection and Evaluation paperwork to Pathfinder Department office

EVALUATION

As the Director, you are with the club regularly and are able to prayerfully reflect in detail on success with in the club, as well as area of improvement. As the director, you are responsible for the **Evaluation**. The Evaluation should be given to the Area Coordinator at the time of Inspection.

SCHEDULING INSPECTION

You will need to schedule the Inspection with your Area Coordinator during a regular meeting. This should be scheduled before April 31st.

For view forms and further information about Inspection and Evaluation see the "Inspection & Evaluation section.

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Evaluation Category Description

Pathfinder Club

Formal Inspection

A formal inspection must be announced to the club several weeks in advance. It will usually be held when there is an inspection visitor from the local conference youth ministries (area coordinator) and may include someone from the community. A Pathfinder director, however, may conduct a formal inspection at any time desired, but not for points, unless authorized by the conference Pathfinder director.

The purpose of the inspection is not a proficiency inspection of the leader; nevertheless, it will be a reflection of the director's leadership. This, in itself, should be an aid to the Pathfinder director in helping to bring the club up to a high rating.

Inspection items on the inspection sheet include:

1. Formation: For a formal inspection, the Pathfinders will form in ranks by the club as a whole. Instruction of this may be found in the Pathfinder Club Drill Manual.

To prepare the club for inspection so that the inspecting party can pass between the ranks, the club will be given open ranks. (See Pathfinder Club Drill Manual)

The inspecting visitor may hold the club at attention throughout the inspection or direct the leader to give at ease to units or ranks as they wait to be inspected. These units or ranks, however, will be called back to attention by the club director when the inspecting visitor begins inspecting them.

2. Uniforms: Since the Pathfinders will be notified of a formal inspection in advance, it will be expected that their uniforms will be cleaned and ironed or neatly pressed, and that the uniforms will be complete official pathfinder uniforms including the scarf and sash.

Every Pathfinder will have the required insignia sewn on correctly. If Pathfinders have earned other insignia such as pins and pocket strips, they should be worn in the correctly designated positions. (See Michigan Conference Uniform sheet)

3. Personal Appearance: This area of the inspection will include the neatness and personal appearance of each Pathfinder. Face, hands, and fingernails will be clean. Hair will be neatly cut or shaped. Posture will be correct when standing at the position of attention.

4. Courtesy: When the inspection is being made, ask some of the Pathfinders questions to see how they answer. All questions answered by the Pathfinder should be followed by "Sir" or "Ma'am". There will be absolutely no talking during any formation while the Pathfinders are at the position of attention or at ease.

Throughout the entire inspection of the club, not just during the formation, watch for the courtesy of the Pathfinders to their leaders and to one another. Are they polite and considerate of one another?

Pathfinder Club

Formal Inspection (Conti)

5. Drill: Right after the inspection in ranks before they are dismissed, the Pathfinders will be given a few of the simple drill movements. In many clubs, the drill area may be limited. However, the following movements would be done correctly and precisely: (Consult Pathfinder Club Drill Manual)

- a. Dress right dress
- b. Hand salute and present arms
- c. Parade rest and stand at ease
- d. Right and left face
- e. About face

6. Discipline: Watch to see if the Pathfinders obey orders promptly and cheerfully. Visit their classes and see if they are attentive and whether or not they listen to instructions and other information that is given. During any devotional part of the program, Pathfinders should be especially reverent.

7. Crafts and Honors: Visit the classes and watch for neatness. Do the Pathfinders put their tools and supplies away? Do they clean up after their class is over? Do the Pathfinders adapt themselves to the craft/honor, or is it above them? Are they interested in the craft/honor, or have they lost interest in it? Is their proficiency in the class up to the standard it should be?

8. Club Meeting Program: The club program should be well planned and balanced and should go off as scheduled. The meeting should open and close on time, and all other segments should begin and end at the appointed period.

The following should be included in every club meeting:

- | | |
|----------------------|------------------------------|
| a. Devotional | b. Opening Prayer |
| c. Flag Ceremony | d. Pathfinder Pledge and Law |
| e. Director's Minute | f. Closing Prayer |

9. National Flag: Each club should have the national flag and will receive credit for it at the inspection.

10. Club Flag: Each club should have a Pathfinder flag and will receive credit for having it at the inspection.

11. Unit Guidons: Each unit in the club should have a guidon and will receive credit in the inspection for displaying it. The unit guidons should be displayed correctly. (See Pathfinder Club Drill Manual)

12. Club Evaluation: Provide the conference leadership (area coordinator) a completed copy of the Pathfinder Club Evaluation Check Sheet.

13. Review Merit Award System: The Merit Award System includes the conference Pathfinder point system, Pathfinder of the Year Award program, and any other motivational program supervised by the conference of club.

Michigan Conference Pathfinder Club Formal Inspection Form

Club Name _____

Inspected by _____

The purpose of the inspection is not a proficiency inspection of the leader; nevertheless, it will be a reflection on a director's leadership. This, in itself, should be an aid to a Pathfinder director in helping to bring the club up to a high rating.

Category	10	9	8	7	6	5	4	3	2	1	0
Formation											
Uniforms											
Personal Appearance											
Courtesy											
Drill & Marching											
Discipline											
Crafts/Honors Classes											
Club Meeting Program											
Devotional											
Opening Prayer											
Flag Ceremony											
Pathfinder Pledge & Law											
"Director's Minute"											
Closing Prayer											

Category	10	9	8	7	6	5	4	3	2	1	0
National Flag											
Club Flag											
Unit Guidons											

Category	10	9	8	7	6	5	4	3	2	1	0
Club Evaluation Completed											
Review Merit Award System											

Notes from Area Coordinator:

Pathfinder Club Evaluation Check Sheet

DUE
at
Time of
Inspection

Date _____

Club Name _____

Director _____

Church _____

Program	Unclassified				Standard				Model
	20	30	40	50	60	70	80		
I. Programs									
A. Opening Ceremony									
B. Religious									
1. Director's Minute									
2. Personal Evangelism									
3. Spiritual Tone									
4. Club Objectives									
C. Enrollment									
1. Eligibility									
2. Multiple Church Area									
D. Induction									
E. Campout									
F. Special Events									
G. AY/Pathfinder Classes									
H. Invasions									
I. Camporee									
J. Fair									
K. Pathfinder Day									
II. Administration									
A. Program									
1. Projected Outline									
2. Budget									
3. Monthly Reports									
4. Church Board Membership									
B. Executive Meetings									
C. Club Staff									
D. Finance									
E. Staff Improvement									
F. Time Standards									
G. Public Relations									
III. Counselor Qualifications									
A. Training Course									
B. Unit Activity									
C. Efficiency									
D. Home Contact									
E. Records									
F. Attendance									
IV. Pathfinders									
A. Awards									
B. Participation									
C. Official Uniform									
D. Health and Insurance									
E. Pathfinder of the Year									
F. Attendance									
V. Assembly Room									
A. Appearance									
B. Lighting									
C. Ventilation and Heating									
D. Storage									
E. Bulletin Board									
VI. Equipment									
A. Camping									
1. Tents									
2. Stoves									
3. Canteens									
4. Utensils									
B. Instructional									
1. Library									
2. Craft Tools									
3. Audio-visuals									

Form to be filled out by Club Director