



Check List for Evaluating New Adventurer Awards

Check to see if the award (or a similar one) already exists:

<http://gcyouthministries.org/Ministries/Adventurers/Awards/tabid/83/Default.aspx>

If no existing award is found, please complete the following requirements:

- _____1. The award requirements must uphold the standards and philosophy of the Seventh-day Adventist church.
- _____2. The award requirements must include a balance of theory and “hands on” activities.
- _____3. Requirements should be usable in a group setting or by a single individual.
- _____4. Requirements should be able to be completed in less than three months.
- _____5. Requirements should clearly state in simple terminology exactly what is to be accomplished. (Avoid ambiguous words or phrases such as “explain briefly,” or “demonstrate ability.”)
- _____6. Requirements must consider care of our natural environment. For example, to avoid destruction of animal or plant life, ask for photos or drawings rather than collections.
- _____7. Activity requirements of extended time are worded so as to avoid conflicts with school or work schedules.
- _____8. All requirements are to be accomplished in a safe and supervised environment. They must comply with legal requirements and will avoid involvement in armed or unarmed defenses.
- _____9. Requirements should be able to be accomplished without unduly affecting the safety of its participants.
- _____10. The requirements should reflect current practice and language.



Approval Procedure for a New Adventurer Award

1. All new award requests should be submitted to the local conference Adventurer director for verification that the award has met criteria as stated on the worksheet for developing new awards.
2. The local conference Adventurer director then submits the new award to the Division Adventurer Specialty Committee chairman.
3. The new award request is then submitted to the Adventurer Award Study Committee for approval. Awards which are not approved are then returned to their author with written explanation for reasons of rejection or need for revision. A copy of the letter should also be sent to the local conference Adventurer director.
4. Approved awards are submitted to the General Conference Award Committee for final approval and processing of the award. A letter of recognition and thanks would be sent to the author by the Award Committee chairman.

Instructions for Completing New Award Worksheet

1. Supply all biographical data as requested.
2. Indicate proposed title and topical category for new award.
3. Briefly state the purpose for the proposed award.
4. Submit a suggested sketch for the award. Indicate design colours. (Note: patch designs should include no more than three colors plus the background colour.)
5. Indicate the appropriate difficulty level(s) for the award. Difficulty levels are 1-4.
6. List specific sources needed for completing award requirements. For each source be sure to list title, author, publisher, and copyright date.
7. List materials needed to complete award and an estimate of their cost per person. Also estimate the time needed to complete the award.

WORKSHEET FOR DEVELOPING NEW ADVENTURER AWARDS

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

DATE OF SUBMISSION _____

TITLE _____

CATEGORY _____

PURPOSE OF _____

Level(s) of difficulty: _____ 1-4

References (Include author, title, publisher, date published):

Materials needed and estimated cost:

Estimated time needed to complete Award:
_____ Hours

(FOR OFFICE USE ONLY)

DATE RECEIVED _____

DATE ACTED ON _____

CONFERENCE _____

SIGNATURE _____

(Conference Youth Director)

_____ Accepted. Send on to Division Committee.

_____ Rejected. Send back to author with letter of explanation.

AWARD REQUIREMENTS (List)

AWARD ANSWER SHEET

Briefly suggest what should be required for testing an individual or how to determine if the Award has been completed.

