

How To Use This Guidebook

A Message From The Adventurer Committee

We believe success goes to the committed, and we admire your active commitment to Adventurers, their families and their leaders. People like you recognize the value of advanced leadership training for individuals who serve children and their families.

This guide was designed to provide adults involved in Adventurer Clubs who have completed Adventurer Staff Training with advanced leadership training. While the guide can be used by individuals as a directed study course, it is assumed that it will most frequently be used by the facilitator in group training sessions.

Prerequisites

Before beginning the Adventurer Leadership Award you must have completed the following prerequisites:

- a. Be a Master Guide
- b. Have an Adventurer Basic Staff Training Certificate
- c. Be active in Adventurer ministry or other ministries to children

Individual Use

If you are using this manual for individual training, you must first contact your conference Adventurer director. The two of you will discuss your plan of action for completing advanced training, dates projects will be submitted and preapproval of any changes that need to be made to required activities. It is strongly suggested that you submit your plan in writing and ask for a signed copy of the approved plan from the conference Adventurer director.

Group Training

If you are the facilitator for Adventurer Leadership Growth sessions, you are encouraged to be innovative, creative and flexible when using this resource. Your goal should be to make leadership training relevant, useful and enjoyable for the adults in your workshop.

How you present the material in each section is up to you. You can modify or substitute information and activities to make them work for you and your participants. However, before making major changes in requirements, contact your conference Adventurer director and get written permission for the change. You do **not** need permission to modify how requirements are presented or completed.

Examples Of Activity And Requirement Modifications

Required reading

Many of the sections in this resource have a required reading assignment. In most sections, the book is suggested. However, you can select another book, dvd, or webinar as long as it is on the same topic. The required reading can be done individually, as a book club, or participants can be assigned sections of the book to read and report key points back to the group. Additionally, if the workshop extensively covers the information that is provided in the required reading, you can sign-off on (omit) the required reading.

Reflection questions

Use the reflection questions embedded within the sections as discussion topics. You can have participants first write their responses and then share in small groups or with the entire group. You can also create your own questions.



Your dedication to the Adventurer mission will make a tremendous impact on children and their families. As Ellen White reminds us, "God's purpose for the children growing up beside our hearths is wider, deeper, higher, than our restricted vision has comprehended."
—*Education*, p. 263

Internet searches

Some participants may not have access to the Internet or be comfortable doing Internet searches. Instead of omitting activities that involve the Internet, arrange for Internet access as part of your workshop. Then pair novice Internet users with more experience participants.

Projects

If a required project isn't applicable to participants or won't work due to the size of a club or a club's location, work with the participants to find alternative projects that meet participant needs and interests.

Activities

Most of the activities in this resource can be done individually, in pairs or in small groups. It's up to you and your participants to decide how you want to do the activities.

Adult Learners

As you know, training adults is different from teaching children. As you use the information provided, keep the following adult learner characteristics* in mind.

- Adult learners appreciate practical learning experiences and activities. Remember this when planning and selecting required activities. If an activity won't work for your group or needs to be modified, make the changes.
- Adult learners also tend to have very full schedules. Be aware of this when planning training sessions and when setting deadlines for project completion.
- Adult learners often have strong ideas and values. Be respectful of each participant's views. If a participant is uncomfortable with a workshop activity or section requirement, work with her or him to find an alternative activity.
- Adult learners frequently are motivated to learn by the relevancy of the material to their own needs. As often as possible, use examples and activities based on your participants' experiences, requests and needs.
- Adult learners have a wide range of learning styles. Avoid lecturing to adults. Instead, encourage them to share their experiences and ideas. You should also allow, as much as possible, adults to choose activities or how they want to learn or present information.
- Adult learners are self-motivated and autonomous learners. They appreciate being able to learn at their own pace and to identify their own needs or interests.

Thank You

The purpose of the Adventurer program is to support parents and care givers that have children in grades 1 through 4. In leading and encouraging their children in a growing, joyful love relationship with Jesus Christ. Your dedication to the Adventurer mission will make a tremendous impact on children and their families. As Ellen White reminds us, "God's purpose for the children growing up beside our hearths is wider, deeper, higher, than our restricted vision has comprehended" (*Education*, whiteestate.org, p.262). Again, thank you for your active commitment to Adventurers, their families and advanced leadership training.

*You can find information about adult learners online at Rochester Institute of Technology, http://online.rit.edu/faculty/teaching_strategies/adult_learners.cfm, as well as many other adult learners sites.



Unit 1: *Leading The Adventurer Club Team*

Section 1

Goals

- Learn characteristics of a leader.
- Identify your leadership potential.
- Practice your leadership skills in a real leadership position.

What You'll Do

1. Identify qualities of an excellent leader.
2. Take a survey to identify your leadership potential.
3. Keep a journal and write down observations about your own leadership strengths and concerns.
4. Delve further by reading a book, watching a DVD or webinar, shadowing a leader, or conducting interviews of leaders.

Learning To Lead

What Is A Leader?

A person who guides or inspires others. Wordnet.com



Think of some leaders you admire. Maybe it's your boss at work, the principal at a nearby school, or a political leader. What qualities does she or he have? Write the leadership qualities he or she demonstrates.

It is not how much education they have, their occupation, how much money they make or who they know. It's their awareness of the needs and challenges of others.

What Sets These Successful Leaders Apart?

It is not how much education they have, their occupation, how much money they make or who they know. It's their awareness of the needs and challenges of others. In the case of Adventurer Club leaders, it's their awareness of the needs and challenges of families in all their diverse forms. It's their enthusiasm for doing their part and for creating opportunities for parents and care givers to build successful families. It's their willingness for personal growth. It's their sense of urgency for the need to bring children to God.

Characteristics Of A Great Leader

Leaders Have:

- Creativity
- Ideas about how things might be
- Determination
- Commitment
- A sense of humor
- Enthusiasm
- Respect for others
- Fair-mindedness
- An ability to keep organized

So They Can:

- Help the group set goals, make decisions, evaluate progress
- Plan
- Find solutions
- Guide and direct
- Organize
- Help others cooperate
- Teach
- Support
- Empower
- Keep the peace
- Keep track of time
- Take risks
- Inspire
- Keep the group focused
- Help others develop their leadership skills

source: *The Guide For Junior Girl Scout Leaders* (1994)

What's Your Leadership Potential?

But Moses said to God, "Who am I that I should go to Pharaoh, and that I should bring the children of Israel out of Egypt"? Exodus 3:11

Just like Moses you may wonder whether or not you have the potential to lead others. If you thought you could make a difference, would you be willing to try? If you discovered that you possessed leadership qualities and skills, would you use them? Moses let God use him in ways he never dreamed possible. To help you discover your leadership strengths and identify areas that need strengthened, take the following survey. Don't be disappointed if you don't score fives on each question. Most people have a variety of responses. None of your answers are bad or good, but they will help you gain a better picture of your leadership skills.

Leadership Survey

Circle the number that best represents how you feel about the statement. Circle 5 if you strongly agree and 1 if you strongly disagree.

I desire to be a top leader.	5	4	3	2	1
I love to plan for long-term goals.	5	4	3	2	1
Risk taking challenges me.	5	4	3	2	1
I enjoy communication.	5	4	3	2	1
I can handle conflict.	5	4	3	2	1
I believe I can become a successful leader.	5	4	3	2	1

Add up the circled numbers.

My total score: _____

If you scored 30 or above, it appears that you have strong leadership potential and will enjoy learning how to become an even more effective leader! A score between 20 and 30 indicates that you have good leadership potential and can become a stronger leader by applying some of the information you learn in the following units. A score of 19 or below suggests that leadership is not your preferred role. No matter what your score, the following units are packed with information to help you on your leadership journey.



Are You A Manager Or A Leader?

Then Moses said to the Lord, "O my Lord, I am not eloquent". Exodus 4:10

Leadership is built on basic management skills. Those who attempt to lead without fundamental management competencies usually fail before they get started. Until your Adventurer Club is well managed, you won't be free to lead. However, many people over-manage and under-lead. As responsibilities increase, people learn to manage objects and procedures, money and time, equipment and machinery. But somewhere along the way, they either forget or don't know how to lead people.

Manager and leader may seem to be synonyms, but actually there are differences. To be designated an excellent leader suggests qualities that go beyond basic management skills. For instance, a good manager is willing to accept responsibility; a leader seeks responsibility. An effective manager is content to simply follow directions; a leader considers the future