

OHIO CONFERENCE CLUB INSPECTION AND EVALUATION

Pathfinder Club inspections are conducted by the Conference Youth Director and/or the Area Coordinator to help the local leaders make their clubs more effective. The inspectors are there to serve you. The Director can use inspections to help the Pathfinders stretch their potential. Perhaps, secondarily, it provides a time for the inspector to offer suggestions tailored specifically to your needs. Use the next few pages as a guideline for every weekly meeting.

A. SUGGESTIONS FOR THE DIRECTOR

1. The club is to use the inspection like a mirror to see how sharp they can look. Recognize the inspection as an opportunity to be positive and to encourage the club with how well they are doing and how good they can become. Club inspections are included in the Yearly Award Points total.
2. Your Area Coordinator(s) will contact you to schedule your club inspection. If you don't hear from them, please be sure to reach out to them and make sure it gets scheduled.
3. The formal inspection should be announced to the Pathfinders at least two weeks in advance.
4. Have your own inspection a week or two before the inspectors come. Give written suggestions to individual Pathfinders as needed. If the sleeve insignia are not in quite the right place, for example, mark on the sleeve the proper position and ask them to have it changed by inspection day.
5. When the inspector(s) arrive(s), introduce them and give them a few minutes to say a little about why they are there.
6. The Director should not plan special features, such as guest speakers, for the club inspection meeting.

B. EXPLANATION OF INSPECTION SHEET

1. Formation and Ceremonies

Special attention will be given to the opening ceremonies and the formal personal inspection. Inspectors will look for straight lines, precise movements, position of Attention, proper posting of colors, Pathfinder participation in ceremonies such as the Pledge, Law and Prayer.

2. Uniforms

- a. Inspectors will look for the basic uniform – full dress, class A.
- b. Sashes and neckerchiefs are required for full points.
- c. Special attention is given to insignia. They must be sewn on properly and in the specified position. Watch for things like the distance between the club name strip and the Pathfinder triangle. The top of the Pathfinders triangle should be ½” below the lowest point of the club’s name strip.
- d. Pathfinder belts and buckles must be worn for full points.
- e. Buttons should be buttoned, belt buckles right side up, proper shoes, etc.
- f. Points will be taken off for non-Pathfinder emblems, pins, clothing, etc.

3. Personal appearance

- a. Clean hands, face and fingernails
- b. Hair neatly groomed
- c. Uniform clean, tucked in, and worn proudly
- d. Good posture

4. Courtesy and discipline

- a. Common courtesy – do the Pathfinders treat each other and their leaders courteously? Points may be taken off if Pathfinders are talking and fooling around during announcements, etc.
- b. Proper respect during the formal personal inspection. Pathfinders should speak only when asked a question and should follow their answer with “sir” or “ma’am”.
- c. Do the Pathfinders follow directions quickly and well? Are they where they should be, doing what they should be doing?

5. Drill

At some time during the club meeting, a few minutes should be scheduled to demonstrate that the club can march and that the club has a well-organized program for learning drill. Most clubs include Pathfinders with different levels of marching skill. During the demonstration you may demonstrate your normal drill instruction methods with different classes for beginners through advanced, and perhaps even a fancy drill team. The inspectors will want to see:

- a. Dress right, dress and ready front
- b. Present arms and order arms
- c. Parade rest
- d. Left, right and about face
- e. Forward march and halt
- f. To the rear, march
- g. Columns and flanks

6. Spiritual programming

Does the Club have a devotional, beginning and closing prayer, and give evidence of spiritual activities in its weekly programming?

7. Honors and classwork

Are all of the Pathfinders actively and productively involved in AY classwork? Do they take care of tools and equipment? Do they clean up after class and put away the tools and supplies?

8. Club meeting program

This is concerned with the time lost during the change from one activity to the next. A club which is well organized, disciplined and enthusiastic should lose very little time. Includes fall-in and dismissal at beginning and end of club meetings.

9. Flags and guidons

Should be displayed correctly, respectfully and attractively.

10. Records, files and monthly calendar

The club secretary should show that a regular record is being taken and that a personal file is kept on each Pathfinder. Points are awarded based on records kept, calendar available and total membership in attendance during inspection.

C. LEADERSHIP NOTES

When the inspector hands the Director the Pathfinder Club Inspection Form at the end of the Pathfinder meeting, you will notice a section at the bottom entitled "Leadership Notes". There are no points or grading involved in this section. The inspectors may or may not make notes in this section. If you want them to make a note or notes here, please mention it to them before they leave.

1. Environment

Is the physical setting attractive, well lighted and clean? Is there adequate space for all of the Pathfinders' needs? Are the building and fixtures well maintained?

2. Teamwork

Is there adequate personnel? Do they know what is expected of them? Are the responsibilities spread evenly, or is the Director the center of all activity?

3. Program

Is there a good balance of physical, social, spiritual and mental activity? Are the classes and other activities appropriate to the age group?

4. Organization and planning

Are club records and paper materials kept filed for quick use or reference? Are all the supplies and equipment in the right place at the right time? Is everyone ready to perform their job when needed?

5. Teaching methods

Do the teachers keep the interest of the Pathfinders? Do they carefully explain what is to be learned or done at the beginning of each class? Do they assist each Pathfinder when needed? Do they allow time for proper cleanup? Do they ask summary questions at the end of the class-time when appropriate to make sure the Pathfinders have understood what was taught?