4-H Rabbit Project – 2017 Fair Job Assignments

Superintendent = Jackie Brazo (651-9076)
Assistant Superintendents = Nancy Hiemstra (269/760-8808) and Heather Teadt (625-6266)

Attention: Please notify the St. Joseph County MSU Extension office immediately at 467-5521 (before the fair) or the 4-H Fair office at 467-6167 (during the fair) if you find you are unable to carry out one or more of your work assignments. 4-H Fair office hours are as follows:
- 8:00 a.m. - 7:00 p.m. Saturday 9/16 and Sunday 9/17
- 8:00 a.m. - 9:00 p.m. Monday 9/18 through Thursday 9/21
- 8:00 a.m. - 10:00 p.m. Friday 9/22 and Saturday 9/23

“Thank you” in advance for your help!

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<th>Date</th>
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<th>No. Helpers Needed</th>
<th>Volunteers 2017</th>
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| Thurs. 9/14  | 5:30 - 7:30 p.m.| Preparation of 4-H housing facilities.                   |                    | 1. Country Side  
2. Fawn River Clovers  
3. Leonidas Do-Best  
4. Tri-Township |
| Fri. 9/15    | 3:30 - 8:00 p.m.| Weigh-in and housing of 4-H Rabbit. Arrive by 3:45 p.m. | 7+                 | 1. Jackie Brazo (Supt.)  
2. Nancy Hiemstra (Asst. Supt.)  
3. Heather Teadt (Asst. Supt.)  
4. Denise Skrzypek - weigh-in  
5. Judy West-Wing - weigh-in  
6. Carmen Bell - health  
7. Jenny Bower - health  
8. Denise Holtz  
9. Daisy Myers - unofficial scale  
10. Emily Redmond – helath  
11. Erin Hackett  
12. Janelle Wheeler  
13. Marcia Morris - weigh-in  
14. Julie Carpenter  
15. Kacey Bell |
| Sat. 9/16    | Due to 4-H Fair Office by 10:00 a.m. | Prepare hand-written lists of market rabbit class assignments and deliver to 4-H Fair Office for computer input. | 1                  | 1. Jackie Brazo (Supt.)  
| Sat. 9/16    | 11:00 a.m. – 3:00 p.m. | Rabbit Project Evaluation  
**Note:** Coordinator, clerks and judges to meet at **10:30 a.m.** at 4-H Rabbit barn to review evaluation process and go over instructions for filling out judging sheets. | 8                  | 1. Jackie Brazo (Supt.)  
2. Nancy Hiemstra (Asst. Supt.)  
3. Heather Teadt (Asst. Supt.)  
4. Julie Carpenter  
5. Carmen Bell  
6. Jenny Bower  
7. Karen Hensell  
8. |
| Sat. 9/16    | 4:00 pm. | Set-up for and assist with the 4-H Rabbit Show. | Everyone!          | 1. Jackie Brazo (Supt.)  
2. ALL leaders and members! |
| Sun. 9/17    | ~8:00 a.m. | Cloverbud Set-Up/Check-In | 2                  | 1. Carmen Bell  
2. Debbie Davis  
3. Kacey Bell  
4. Heather Teadt |
| Sun. 9/17    | 9:00 a.m. | 4-H Rabbit Show  
Rabbit Show (2 judging clerks, 1 announcer) | 8                  | 1. Jackie Brazo (announc.)  
2. Nancy Hiemstra (Asst. Supt.)  
3. Heather Teadt (Asst. Supt.)  
4. Denise Skrzypek - Quiz  
5. Jenny Bower – Quiz/Clerk  
6. Daisy Myers - Quiz  
7. Carmen Bell - Clerk  
8. Denise Holtz - Quiz  
9. Brittany Bogema - Clerk  
10. Julie Peters - Quiz |
<p>| Sun. 9/17    | Due to 4-H Fair Office by Monday | Deliver hand-written 4-H Market Rabbit sale order to 4-H Fair Office for computer input. | 1                  | 1. Jackie Brazo (Supt.) |</p>
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| Sun. 9/17  |               | Write names on Trophy Cards                                                   | 2                  | 1. Carmen Bell  
2. Emily Redmond  
3. Greg Redmond                                        |
| Wed. 9/20  | 3:00 p.m.     | Buyer’s Dinner Set-Up  
**Buyer’s Dinner is 4 - 6 p.m. in 2017!** | 3 +                | 1. Shari Graber  
2.  
3.                                                                                       |
| Wed. 9/20  | 7:00 p.m.     | Sale Set-Up                                                                    | 4 +                | 1. Jackie Brazo (Supt.)  
2. Carmen Bell  
3. Jenny Bower  
4.                                                                                       |
| Thurs. 9/21| Approx. 12:00 | Line-up of 4-H Rabbit for the Small Animal Market Livestock Sale. The sale starts at 10:00 a.m.  
2017 Sale Order: Turkeys, Chickens, Rabbits and Goats. | 6                  | 1. Jackie Brazo (Supt.)  
2. Nancy Hiemstra (Asst. Supt.)  
3. Karen Hensell  
4. Julie Carpenter  
5. Judy West-Wing  
6.                                                                                       |
| Thurs. 9/21| 12:00 noon    | Recording of buyer number, buyer name and sale amount for each “sale”, with distribution of the sale information to the member as he/she leaves the sale ring. | 2                  | 1. Carmen Bell  
2. Heather Teadt                                                                                       |
| Thurs. 9/21| After Sale    | Watch buyers that may think they take immediate position of their rabbits      | 2                  | 1. Tammy Miller  
2. Cindy Mund                                                                                       |
| Sat. 9/23  | 10:00 p.m.    | Check out/loading of 4-H market Rabbit destined for processing, plus clean up of cages following load-out. |                   | Clubs responsible in 2017:  
1. Barnyard Buddies  
2. Burr Oak  
3. Mendon Green Clover  
4. Rolling Clovers                                                                                       |
| Sun. 9/24  | 7:00 a.m.     | Cleaning of barn, power wash cages                                             | Rotating Clubs     | 1. Farmtastic  
2. Kuntry Starz  
3. Happy Herdsman  
4. Howardsville                                                                                       |
| Tue. 10/3  | 9:00 a.m. - ??| Placing of telephone calls to buyers reminding them of date, time and location to pick up processed rabbits. | 1                  | 1. Emily Redmond (a.m.)  
2. Carmen Bell (p.m.)                                                                                       |
| Wed. 10/4  | 5:00 - 7:00 p.m.| Distribute processed animals to buyers at building #45. Arrive at 3:30 p.m. to help set-up for distribution. | 4                  | 1. Jackie Brazo (Supt.)  
2. Nancy Hiemstra (Asst. Supt.)  
3. Daisy Myers  
4. Emily Redmond  
5. Greg Redmond  
6. Wendy Walters                                                                                       |