**4-H EXPLORATION DAYS**

**DUE IN** the State 4-H/CYI office **May 6, 2016**

**TO:** Gail Hebert, hebertg@msu.edu

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CYI/4-H

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East Lansing, MI 48824

**HEADQUARTERS STAFFING**

**ASSISTANCE**

**COUNTY:**

**SUBMITTED BY:** (Name/Title)

**Headquarters – W. Akers Hall**

Each year we ask that field staff sign up for shifts at Exploration Days General Headquarters. This is a time for you to become involved in helping participants and the State 4-H staff during Exploration Days, especially if you’re not serving as a session instructor. If you're able to volunteer for a shift in Headquarters, please sign up in the spaces below, indicating your first and second choice.

**WEDNESDAY, JUNE 22**

**9 a.m. – 12 p.m.**

1.
2.
3.

**12 – 3 p.m.**

1.
2.
3.

**3 – 6 p.m.**

1.
2.
3.

**6 – 9 p.m.**

1.
2.
3.

**9 p.m. – 12 a.m.**

1.
2.
3.

**THURSDAY, JUNE 23**

**6:45 – 9:30 a.m.**

1.
2.
3.

**9:30 a.m. – 12:15 p.m.**

1.
2.
3.

**12:15 – 3 p.m.**

1.
2.
3.

**3 – 6 p.m.**

1.
2.
3.

**6 – 9 p.m.**

1.
2.
3.

**9 p.m. – 12 a.m.**

1.
2.
3.

**FRIDAY, JUNE 24**

**6:45 – 9:30 a.m.**

1.
2.
3.

**9:30 a.m. – 12 p.m.**

1.
2.
3.

**12 – 2 p.m.**

1.
2.
3.

In late May you will receive a copy of the HQ assignment schedule as part of your housing mailing (letter #5). Be sure to see if and for which shift you’ve been scheduled.