

4-H Rabbit Project - 2023 Fair Job Assignments

Superintendent = Heather Teadt (269-625-6266)
Assistant Superintendent = Nancy Mangus (269-760-8808)
Assistant Superintendent = Brittany Skaggs (269-598-6638)

Attention: Please notify the St. Joseph County MSU Extension office immediately at 467-5511 if you find you are unable to carry out one or more of your work assignments

“Thank you” in advance for your help!

Date	Time	Job Assignment	No. Helpers Needed	Volunteers 2023
Thurs. 9/14	5:30 - 7:30p.m.	Preparation of Rabbit Barn and unload shavings.		Heather, Nancy, Brittany and Burr Oak 4-H Club Happy Herdsman 4-H Club
Fri 9/15	4:00 - 7:00 p.m.	Check-In, Weigh-In and Housing of 4-H Rabbits Arrive by 3:30 p.m.	12-14	1. Heather Teadt (Supt) - Market Registration and Weights 2. Nancy Mangus (Asst. Supt) - Breeding Stock 3. Brittany Skaggs (Asst. Supt)- Health Checks 4. Margo Smith 5. Vanessa Groff 6. Sydney Kirby - HC 7. 8. 9. 10. 11. 12. 13. 14. All 4-H Rabbit Leaders
Sat. 9/16	2:00 - 6:00 p.m.	Skill-a-thon and Interviews/Evaluations Arrive by 1:30 p.m.	12-14	1. Heather Teadt (Supt.) 2. Nancy Mangus (Asst. Supt.) 3. Brittany Skaggs (Asst. Supt.) 4. Katie Strome 5. Tracy Robbins 6. 7. 8. 9. 10. 11. 12. 13. 14.
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. Heather Teadt (Supt.) 2. Asst. Supt.
Sat. 9/16	6:00 pm.	Set-up for and assist with the 4-H Rabbit Show.	Everyone!	1. Heather Teadt (Supt.) 2. ALL leaders and members!
Sun. 9/17	8:00 a.m.	Cloverbud Set-Up/Check-In	3	1. Brittany Skaggs (Asst. Supt.) 2. Emily Tinsley 3.

Date	Time	Job Assignment	No. Helpers Needed	Volunteers 2023
Sun. 9/17	9:00 a.m.	4-H Rabbit Show Arrive by 8:15 a.m.	10-12	1. Heather Teadt (Supt.) - announce & books 2. Nancy Mangus (Asst. Supt.) - runner and ribbons 3. Brittany Skaggs (Asst. Supt.) - clerk - books 4. 5. 6. 7. 8. 9. 10. 11. 12.
Sun. 9/17	Due to 4-H Fair Office by Monday a.m.	Deliver hand-written 4-H Market Rabbit sale order to 4-H Fair Office for computer input.	1	1. Heather Teadt (Supt.)
Sun. 9/17		Write names on Trophy Cards	2	1. Cindy Munn 2. 3.
Wed. 9/20	7:00 p.m.	Sale Set-Up	4 +	1. Heather Teadt (Supt.) 2. Nancy Mangus (Asst. Supt.) 3. Brittany Skaggs (Asst. Supt.) 4. All Rabbit Leaders
Thurs. 9/21	Approx. 9:30 a.m.	Line-up of 4-H Rabbit for the Small Animal Market Livestock Sale. The sale starts at 10:00 a.m. 2023 Sale Order: Rabbits, Goats, Chickens & Turkeys	5	1. Brittany Skaggs (Asst. Supt) 2. Nancy Mangus (Asst. Supt.) 3. 4. 5.
Thurs. 9/21	9:30 a.m.	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. Heather Teadt (Supt) 2. Kristi Ritter
Thurs. 9/21	After Sale	Watch buyers that may think they take immediate position of their rabbits	2	1. Kari McGrady 2.
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.	Annually rotating club assignment: Min. of 4 helpers/club	Clubs responsible in 2023: 1. Leonidas Do Best 2. Countryside 3. Farmtastic
Sun. 9/24	6:15 a.m.	Cleaning of barn, power wash cages	Rotating Clubs	1. Mendon Green Clovers 2. Howardsville 3. Rolling Clovers
Mon 10/2 &/or Tue. 10/3	9:00 a.m. - 5:00 p.m.	Placing of telephone calls to buyers reminding them of date, time and location to pick up processed rabbits.	1	1.
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. Heather Teadt (Supt) 2. Emily Tinsley 3. 4.