

Exploring

A Program for Career Education

Open House Planning Guide **2008**



Exploring Open House: Not your traditional way of recruiting

- ❑ Goal of the Open House
- ❑ What to expect/not to expect for the Open House
- ❑ What to bring to the Open House?
- ❑ Who should be at the Open House?
- ❑ Where should the Open House be?
- ❑ Adult leaders role for the Open House
- ❑ Agenda for the Open House
- ❑ Getting labels/reports for the Open House

Open House Goals and Objectives



This is the big kickoff for the Post. It is the easiest way to recruit lots of new participants all at once. This is when most prospective Explorers will decide whether they want to join with the Post. **THE GOAL OF THE OPEN HOUSE IS TO PROVIDE AN EXCITING PROGRAM SO THAT YOUNG ADULTS WILL WANT TO JOIN THE POST.**

Open Houses need:

pizzazz

excitement



Most importantly, Open Houses *need something for the prospective Explorers TO DO concerning the Post's career field.*

Open Houses require planning and coordination by either existing Post Officers or the adult leadership. Summer is the perfect time to plan for an Open House.



Prospective Explorers need to leave the Open House knowing the following:

- ◆ **I had a great time, and this is something I want to pursue...**
- ◆ **Purpose of Exploring and your particular Post**
- ◆ **Idea of upcoming activities**
- ◆ **Young adults (Explorers) do the planning and organizing**
- ◆ **Names and positions of the Post's adult leadership**
- ◆ **Date, time, location of the next meeting**

Steps

1. Adult Explorer Leader Basic Training

This three-hour course will give a common level of understanding to all adult leaders. Highlights include youth protection, Exploring's Five Areas of Emphasis, planning, roles of adult and youth leaders, and additional resources. Attending this course will make the planning process flow smoothly and be more effective.

2. Set the date

Set the date for the Open House between Labor Day and Halloween. The earlier, the better! Now planning can begin.

When school starts, young adults become involved in many different activities. In order to achieve maximum participation, each Exploring Post needs to "get in there early" before young adults feel over-committed to other activities.

3. Complete Program Capabilities Inventory (PCI)

One of the best tools a Post can use to find out the expertise and resources of other adults working with the Post. The PCI reveals careers, hobbies and skills of adults and, more importantly, their willingness to share their expertise with the Post. In addition to a person's regular job, maybe he or she volunteers with fundraising activities and can assist the Post with those endeavors. One Post recently learned they had a connection to a large civic organization that they might use for resources.

The adult leaders, Post Committee members, and others in the participating organization initially complete the PCI. After election of officers, the Program Vice President will maintain and update the PCI.

4. Post Committee develops 3-month program

BE CREATIVE!!! Plan fun, exciting, hands-on activities that demonstrate what the Post is all about.

Ask: Around what career(s) does our Post revolve? What are the most exciting aspects of this career? What made each of the adult leaders interested in the career? Gather information on these activities. Be sure to include the Five Areas of Emphasis (career exploration, leadership experience, character education, life skills, and service learning). Career Achievement Awards can provide a program outline and allow the Explorers to earn recognition at the same time. Information on Career Achievement Awards can be found on the Learning for Life website.

More program ideas can be found at www.learningforlife.org. Select "Exploring". Each of the twelve major career cluster areas is listed; select your career cluster. At the bottom of each cluster page are links to Career Achievement Awards and "Program Ideas" - grouped by the Five Areas of Emphasis.

Brainstorm all ideas. Do not rule out anything at this point. Something may not be practical, but it may spark an idea of something related that is practical. Discuss and evaluate each idea.

Select those activities that best represent the career or careers of your Post and Participating Organization. When possible, pick activities that are *dynamic* and *action-oriented*. Pick activities that prospective Explorers can physically **"DO"**. For some Posts, action-packed activities will be obvious and easy to choose. Some Posts will need to be more creative in selecting activities. Business or finance Post activities might include developing spreadsheets, researching stock information, creating and making a sales presentation, updating information on a website, or creating a product from "cradle-to-grave".

The selected activities should be arranged to follow a logical progression. For example, a culinary post would not start with cooking a seven-course meal at the second meeting. An elaborate meal might be a year-end event. The initial meetings might include the basic steps - menu planning, food selection, preparation techniques, food presentation, and proceed to more in-depth information throughout the year. These activities

should cover the first three months (or 6-7 meetings) for the Post.

For the Open House, follow the Open House Sample Agenda found in this booklet or www.learningforlife.org . The meeting should last no longer than 90 minutes with the largest portion being the hands-on activity.

Arrange several activities of short duration for the Open House – avoid focusing on just one activity. Five or six activities of 5-6 minutes in length is ideal. Give the prospective Explorers a quick taste of what they can learn and experience in your Post, then quickly move on to another brief activity. At each station, allow one (or some – depending on resources and time) prospective Explorer to demonstrate the skill or task. Involve a different prospective Explorer for each activity. This shows all the prospective Explorers that they will have an opportunity to learn and actually “do” this activity when they chose to join the Post. Actions speak louder than words.

EXAMPLES: Construction Post – experience of use of power tools with prospective Explorers operating the tools, then move on to threading a pipe or splicing electrical wire.
Legal Post – create a will, demonstrate presenting evidence in a courtroom, role-play in a courtroom, learn how to research case law.
Culinary Post – view menu planning, participate in making finger foods, sample various snacks or hors d’oeuvres made during the meeting.
Architectural Post – view concept drawings followed by blue prints, participate in a meeting with the structural engineers, place final pieces on foam-core mock-up

The messages most likely to attract the attention of teens are:

- Financial success in career field
- College endorsement of career field
- Increased opportunity to obtain a job in an exclusive field
- Hands-on learning approach
- Fun and entertainment

Look for more ideas coming out in the July / August edition of *The Crossroads*.

5. Resources (people, equipment, facilities) coordinated

Each meeting or activity must be planned. The Activity Planner is a good tool to use to assist in identifying equipment or tools, coordinating logistics, assigning responsibilities, and post-activity evaluation. The Post Committee should use this form in planning the first three months activities and train the

youth officers to use the Activity Planner following their election.

A blank Activity Planner can be found in this booklet or www.learningforlife.org .

6. Letter of Invitation

Letters of invitation should be sent to two distinct groups:

- 1) Prospective Explorers
- 2) Former or current Explorers

Effective letters of invitation contain the following important points:

- ◆ Is on the Participating Organization's letterhead
- ◆ Is signed by the head of the organization
- ◆ Is personalized ("Dear Tom", not "Dear Prospective Explorer")
- ◆ Does not appear to be a mass mailing or junk mail
- ◆ Encourages young adults to bring their friends
- ◆ Attachment with directions and parking information if possibly confusing
- ◆ Does not refer to a career interest survey (use "I recently learned of your interest in [*career field*]...")
- ◆ Invites young adults to an exciting hands-on experience
- ◆ Informs young adults of the minimal participation fee which covers liability, accident, and sickness insurance.
- ◆ Highlights the activity or activities of the meeting
- ◆ Asks the young adult to RSVP

A sample letter of invitation to prospective Explorers can be found in this booklet or www.learningforlife.org .

The Exploring Office can provide the names and addresses of young adults who are interested in particular career fields based on a Career Interest Survey of 8th through 11th graders that was conducted in the spring. The School Survey Information Order Form will ask for a Post number, desired career codes, and either specific schools or zip codes. The Exploring Office will provide mailing labels with names and addresses for all young adults matching your criteria. Report printouts with the same information are also available. *Please allow two weeks for processing.* Plan accordingly.

Letters to former or current Explorers contain the same important points with minor differences:

- ◆ Is signed by the Post Advisor
- ◆ It is more personalized to the relationship already established between the Post Advisor and the Explorer
- ◆ Mention that the current or former Explorer's presence is valuable in relating with other young adults with their same interest in [*career field*]

A sample letter of invitation to former or current Explorers can be found in the back of this booklet.

7. Conduct the Open House

Rehearse, rehearse, rehearse.

Conduct a walk through of the plan developed by the Post Committee and Advisors. Look for minor details that, if overlooked, might cause a problem in the program. Considerations include: extension cords for equipment, snacks/refreshments, sufficient seating (if applicable), room temperature, ink pens for signing participation forms, TV and VCR are in working order (if needed), sufficient copies of the Post Program Calendar, door greeters, directional signs, safety equipment in youth sizes, person designated to collect money, cash box.

Ensure the head of the Participating Organization is present to personally express the company's interest in Exploring. Help prepare the Organization Head beforehand with the aims of Exploring and Exploring terminology so he or she appears prepared and knowledgeable. Avoid references to "Scouting", "Boy Scouts", or "Explorer Scouts". Career Exploring is the work-site based program of Learning for Life.

Conduct the meeting as planned. All members of the Post Committee and all Advisors should be present for name/face recognition, answer questions of parents or young adults, and handle any unforeseen circumstances (need more refreshments, etc).

Paperwork & money: Have sufficient quantities of the Exploring Youth Participation Roster and the Exploring Adult Participation Roster. Have all prospective Explorers who wish to join, or who

are even thinking of joining, fill in their information on the roster. Be sure to obtain ALL information, as it is vital to proper registration. The Post Committee Chairperson should ask parents who are present to volunteer to serve on the Post Committee. Have the adults fill out the information on the adult roster. Collect sufficient funds from each new Explorer and adult (unless the Post will pay the adult fees). *Checks should be made payable to CAC/Exploring.* Ask the Exploring Executive or your Post's Service Team volunteer for the proper fees. Keep a copy of the rosters for Post records. Submit the completed forms and required fees to your Service Team volunteer or Exploring Executive within 48 hours.

Post dues: If the Post Committee chooses, the Post may collect money above the required participation fees to place in the Post depository account at the Exploring Office. This money may be used for Post activities, refreshments, postage, or other Post needs until the Post can conduct a fundraiser.

Prospective Explorers need to leave the Open House knowing the following:

- ◆ I had a great time, and this is something I want to pursue...
- ◆ Purpose of Exploring and your particular Post
- ◆ Idea of upcoming activities
- ◆ Young adults (Explorers) do the planning and organizing
- ◆ Names and positions of the Post's adult leadership
- ◆ Date, time, location of the next meeting

Ensure ALL prospective Explorers have a copy of the Post Program Calendar before they leave.

8. Follow-up letters

The head of the participating organization should send a letter to each new Explorer or renewing Explorer the day following the Open House thanking him or her for participating and share the organization head's excitement about the Exploring Post's program.

The participating organization should consider a phone follow-up or follow-up letter with each prospective Explorer who was unable to attend the Open House - those young adults are probably still interested, but may have had a scheduling conflict on the Open House date. Depending on the number of follow-up calls, this may be done by the participating organization or divided up amongst the Post Committee members.

9. Evaluation

What did we intend to do?

What actually happened?

What worked well that we should keep doing?

What should we do differently next time to make a better impact?

These questions should be asked of each of the adult leaders and Post Committee members shortly after the Open House while everything is still fresh in everyone's minds. The results of the critique should be maintained for the Post Officers for planning the next Open House.

10. Inform the head of the Participating Organization

Because the head of the participating organization has a vested interest in the success of the Post, either a follow-up visit should be made or letter should be sent to the organization head outlining the results of the Open House.

Posts who keep their organization head informed of Post activities invariably have stronger organizational support in adult assistance, financial support, facilities, and other resources. This is an on-going process, but the Open House is an important event to report to the organization head.

What to expect/not to expect at a Open House

What to Expect:

- ❑ Males and females, ages 14-20 years old
- ❑ Parents arriving with their son/daughter, students arriving with friends, students arriving by themselves
- ❑ Students/parents not knowing anything about Exploring
- ❑ An uneasiness in the room because there is a wide variety of students who don't know each other
- ❑ Shy, quiet students unwilling to answer questions
- ❑ Willingness to "open up" after ice breaker and some hands-on activities
- ❑ Some people showing up 5-10 minutes late
- ❑ 5-15% of students on mailing list to show up for Exploring post
- ❑ A better turn out if:
 - ✓ Personalized letters are mailed out on company letterhead 10 - 14 days before the Open House
 - ✓ Additional methods of recruitment are used, such as school announcements, flyers, phone calls
 - ✓ A well-written letter is used with appropriate signature
 - ✓ Location is easy to get to and interesting

What not to expect:

- ❑ Students to know what they want to do for a career
- ❑ Parents/students to know what the "career" entails
- ❑ Students to know how to sign up
- ❑ Parents/Students to know about Exploring's purpose and areas of emphasis
- ❑ Adult leaders to know what they are doing with the Open House agenda
- ❑ New Explorers having the exact change for participation fees
- ❑ Proper set up of room
- ❑ Advisor to remember to bring participation paperwork
- ❑ A good turnout if:
 - ✓ Flyers are sent instead of letters
 - ✓ "Copied" letterhead, or no letterhead used at all
 - ✓ Letters are mailed too early or too late
 - ✓ Location isn't easy to find

References

KEY FACTORS FOR A SUCCESSFUL POST

WHAT TO EXPECT / NOT TO EXPECT AT AN OPEN HOUSE

SAMPLE LETTER OF INVITATION (PROSPECTIVE EXPLORERS)

SAMPLE LETTER OF INVITATION (FORMER OR CURRENT EXPLORERS)

FIRST MEETING SAMPLE AGENDA

THIRD POST MEETING AGENDA

ELECTION GUIDELINES

POST MEETING AGENDA WORKSHEET

EXPLORING YOUTH PARTICIPATION ROSTER

EXPLORING ADULT PARTICIPATION ROSTER

PROGRAM CAPABILITIES INVENTORY (PCI)

EXPLORER ACTIVITY INTEREST SURVEY

SCHOOL SURVEY INFORMATION ORDER FORM

THINK FUN, NOT FUNDRAISING

ELECTION GUIDELINES

Normally, post officers are elected to serve for a one-year term. So that young adults have an experience in how organizations operate effectively, it is suggested that the president appoint a nominating committee to develop a slate of potential officers. The actual timing of the election during the year will depend on the post's needs.

NOTE: In forming a new post, it is desirable to involve youth in the earliest stages of the post organization. Temporary officers should be selected as soon as possible to serve as an organizing committee. When the new members have become well acquainted, a nominating committee should be appointed and an election of permanent officers held.

Election Procedure:

Explain the simple procedure for the election of post officers. The process departs from normally accepted parliamentary procedure, but is easily understood by the Explorers and gives each member better opportunity for election to office:

1. The election begins with the post president, with one officer being elected before the next is nominated.
2. The president asks the Advisor to outline the responsibilities of the office as found on the Learning for Life website in the Youth Leader Section.
3. The president asks for a report from the nominating committee and for any additional nominations from the floor. Floor nominations require a second.
4. Nominations are closed by majority vote.
5. Each nominee is given one minute to speak about his or her interest and qualifications.
6. Voting is by secret ballot.
7. The nominee getting the most votes is elected. In cases of tie, the two nominees receiving the most votes are voted on again.
8. The new officers are installed by the Advisor as soon as elected.



NEW POST FIRST MEETING SAMPLE AGENDA

- 1. Greeters (15 min prior to meeting start)**
Greet the young people at the door. Welcome the, hand out nametags and post program outline, and complete sign-in roster.
Post Committee
- 2. Introduction and Welcome (3 min)**
The Post Advisor starts the meeting with a welcome, and all participants of the adult leadership team introduce themselves.
Post Advisor
- 3. Greetings from the Host (7 min)**
The head of the participating organization gives the group a brief background on the organization's interest in organizing an Explorer post and the organization's commitment to this post. This brief talk should be motivational in tone. Be sure to help this person beforehand in the correct use of Exploring language so that the individual feels comfortable and appears knowledgeable.
Head of Participating Organization
- 4. Icebreaker (10 min)**
Conduct an exercise that will help stimulate the participants to speak more freely by requiring everyone to talk for a few minutes. Games such as the interview game or Famous Person ID game will help to break the ice.
Post Advisor
- 5. Description of Exploring and Purpose of Explorer Post (7 min)**
Consider creative ways to explain the meaning of Exploring. For a new post, you could have a president from another post introduce Exploring.
Youth Representative
- 6. Description of Upcoming Program of Activities (3 min)**
Distribute copies of your planned program, with dates and times, for the first three months of the post's year. During this part of the meeting, You should explain the election of youth officers and their responsibility to lead the program of this Explorer post.
Associate Advisor - Program
- 7. Hands-On Activity (30-40 min)**
Design a hands-on activity for each group to participate in. This should be a new experience and one of the most fun activities planned for the post's first three months.
Post Committee
- 8. Participation Process (5 min)**
Explain the participation process. Explain that the national participation fee includes liability insurance and activities, awards, and scholarships supported by Learning for Life. Display copies of Exploring literature.
Associate Advisor - Administration
- 9. Invitation to Join (20 min)**
Serve refreshments. Collect participation fees from those ready to join, and mark the sign-in roster "paid". Ask others to have their fees ready by the second meeting, and mark their names "not paid".
Post Committee
- 10. Closing Comments (5 min)**
Give a brief, motivational send-off. Be sure everyone knows the date, time, location, and program for the next post meeting.
Post Advisor



POST MEETING AGENDA WORKSHEET

3 Min. **1. Call to Order and Introduction of Guests**

Post President

10 Min. **2. Old Business**

Post President

A. Secretary reads minutes of previous meeting

B. Treasurer reports

C. Post Officers' report

10 Min. **3. New Business**

Post President

A. Discussion by post participants on matters that need a decision.

B. Registration of new participants

Administrative Vice President

C. Promotion of upcoming events

Program Vice President

D. Post Advisor comments

Post Advisor

45 Min. **4. Post Activity* Program**

Youth Activity Chair

A. Remind Explorers about materials needed, requirements, or what to bring and wear, etc.

B. Introduction of presenters.

C. Carry out plan and conduct the activity.

2 Min. **5. Announce Date, Place and Time of Next Meeting**

Post President

5 Min. **6. Closing**

Assigned Participant

7. Refreshments and Fellowship by Post Participants.

After the meeting: Advisor and post president confirm plans for the next officers' meeting. Post President follows up with next meeting; youth activity chair to double check all arrangements.

*Note: Conduct activity planned by committee and consultants using the activity planner.



Sample Letter of Invitation (Prospective Explorers)

(Date)

Dear Tom,

I understand that we have a mutual interest in the field of corporate communications. Next Tuesday, September 28 at 7:00 p.m., please join us in our communications center to assist in editing the music track and voice-overs of an exciting new corporate sales presentation on VHS videotape. A map is attached to help you locate our facility.

Following this program, we will have refreshments in the studio lounge and discuss future planned programs such as Communications Contests, Ethics in Broadcasting, On-Site TV Productions, Graphic Arts, Radio/TV Engineering, and next summer a Wildlife Photo Shoot in Alaska.

We plan on a continuing program that would require an annual participation fee of \$11.00.

We encourage you to bring your friends. If you would like your parents to join us, please invite them. Our program will end at 8:30 p.m.

Please don't forget this first meeting, and let me know if you can attend by calling 972- 555-1234.

Sincerely,

(Signed by chief executive officer)

Enclosure: Annual Program Outline

Note: The letter of invitation should be typed on white paper and then printed (offset press) on company or organization letterhead.

Each letter should be signed personally in blue ink.

Mail the letters 10 - 14 days before the first meeting date. Do not sent it earlier or later.

KEY FACTORS FOR A SUCCESSFUL POST

A. Use post resources. Conduct the program capability inventory (PCI). This is an inventory of information about adults related to the chartered organization and parents who are willing to provide program help the post. This program help may involve their career knowledge, hobbies, special skills, contacts, facilities, and ideas.

B. Get parents involved. Encourage parents to become involved in Exploring activities whenever possible. Suggestions might include:

- 1) Serve on the post committee;
- 2) Provide transportation, equipment, chaperoning, counseling, and planning to support activities;
- 3) Assist in career, service, leadership, character, life skills, and social activities.

C. Seek youth input. Have each post member complete the Explorer Activity Interest Survey. Conduct the survey on a regular basis to check on the interests of new members.

D. Guide youth leadership. Youth officers are elected and trained to lead, plan, and make decisions regarding the implementation of post programs and activities. They should serve long enough to have successful experiences. The post president should appoint a committee to draft the post bylaws (see the website 49 for suggested post bylaws).

E. Hold regular post meetings. A minimum of two Explorer post meetings should be held each month. Fewer than twice a month and Explorers tend to forget about the Post. Discuss important business first. Reserve the remaining time for a planned activity. These activities could be learning new skills (i.e. CPR, rappelling, first aid, a career seminar, computer programming, etc.) or preparing for a high-adventure trip or activity.

The post president conducts post meetings. A detailed, written agenda should be developed for each meeting. The program vice president and activity chairman makes regular phone calls to program presenters or consultants. The president should ensure that all post meetings start on time. All meetings should have an opening and a closing. Guests should be introduced and made to feel welcome.

F. Train and develop youth officers -- the post officers' seminar. The seminar is a training and planning session for newly elected officers. It is led by the Advisor, youth president, and the associate Advisors. A success fill seminar provides a clear road map for the coming months and enables the officers to begin assuming leadership of the post.

G. Give recognition for achievement Young adults expect to be rewarded for their accomplishments. There are several recognition programs and scholarship opportunities available to Explorers, including Career Achievement Awards, Learning for Life Leadership Award, Young American Award, and Congressional Awards to name a few. The Exploring Office has more information or you can find it on the website at www.learningforlife.org.

H. Maintain a well-rounded program. Use the Five Areas of Emphasis as a guide to plan programs that will help maintain interest and meet the goals and objectives of the Exploring Program. Find more program information on the website at www.learningforlife.org. Contact the Career Exploring office for more information about Adult Explorer Leader Basic Training and the Exploring Advanced Leadership Development Workshop.

Sample Letter of Invitation
(Former or current Explorers)

(Typed on Post or Participating Organization letterhead)

(DATE)

Dear Susan,

I hope you had a great summer! As Advisor of Explorer Post 123, sponsored by ABC Manufacturing, I would like to invite you to again be a member of our Post.

We will be having our fall Open House on Tuesday, Sept. 2nd from 7:00 pm until 8:30 pm in the Development Lab of Building 20 at the ABC Manufacturing complex.

Feel free to come and bring any of your friends. The cost to join for current Explorers is \$ 11.00. Please bring this amount with you.

We are planning to have a super year in Exploring and we are looking forward to seeing you again.

Sincerely,

(signed)

Exploring Advisor
Post 123

School Survey Information Order Form

Executive's Name _____ District _____

Date submitted _____ Date Needed _____

Post # _____

Please select all career codes desired and either school codes or zip codes

Career Codes

School Codes

Zip Codes

Need: Mailing Labels and/or Information Data
(please circle which ones you need)

Return to:
Brent Washington
Senior Exploring Executive
1900 N. Meridian St.
Indianapolis, IN 46202

Please allow 2 weeks for processing and returning to you.

**THIRD POST MEETING
AGENDA**

(Temporary officers, if selected, arrive early and greet others)

- | | |
|---|--|
| 1. Introductions, if necessary | Temporary post president |
| 2. Business meeting (keep brief) | Temporary post president |
| a. Secretary reads minutes of previous meeting. | |
| b. Treasurer collects any additional fees and membership applications. | |
| c. Other business | |
| 3. Election of officers (established posts usually elect for a one-year term in January. New posts may want to adjust the term of office for their first-year.) | Nominating Committee
Chairperson (Explorer) |
| a. Report of nominating committee on officers to be elected: | |
| President | |
| Vice-president - Administration | |
| Vice- president- Program | |
| Secretary | |
| Treasurer | |
| Other officers as desired | |
| b. Election | |
| c. Congratulations and challenge to new officers | Post Advisor |
| d. Installation of new officers and presentation of book of office (<i>Explorer Leader Handbook, #34637B</i> which includes Explorer Secretary's Records; Explorer Treasurer's Records). | Post Committee Chair |
| 4. Continuation of meeting (keep this simple so as not to overwhelm the new president) | New Post President |
| a. Accepts position | |
| b. Discuss plans for term of office | |
| c. Upcoming post programs are reviewed. Members are asked to write down and turn in their interest and ideas for post activities. | Vice President - Program |
| 5. Participation in meeting's program related to post's interest (informative presentation, demonstration, etc.). | All Explorers |
| 6. Announce date, place, and time of the next meeting. | President |
| 7. Advisor's comments | Post Advisor |
| 8. Closing | Vice-president-
Administration |
| 9. Refreshments and fellowship | All |



EXPLORER ACTIVITY INTEREST SURVEY

Complete the following. Your responses will be used to help develop the Post's program of activities throughout the year, so it is very important that you provide complete responses.

Name: _____ **Date:** _____

1. What specific interests do you have that you would like to see our Post pursue during this year?

2. What ideas or suggestions do you have that would address your interests?

3. What activity ideas do you have that would fit into the following areas: career education, leadership experience, life skills, character education, or community service?

EXPLORER ACTIVITY INTEREST SURVEY – ALPHA LIST

Please circle those activities, tours, projects, and seminars that you would like the Post to plan as part of our program for the year.

Airport tour	Drug abuse/alcohol class	Party
Auto mechanics	Ethical decision making	Barbecue
Backpacking	Family picnic	Block
Bike trip	Fire safety	Holiday
Bowling	First aid training	Ice skating
Buy a car (how to)	Gourmet cooking	Reunion
Camping trip	Government visit	Swimming
Canoeing/rafting	Hiking	Parent’s night
Car wash	History, study town’s	Photography
Career clinic	History, trace family	Play, create one
Child care	Horseback riding	Public speaking
Civil defense	Hospital volunteer	Recognition dinner
College/university visit	Interview skills	Rock climbing
College panel discussion	Leadership skills	Sailing
Community cleanup activity	Military base visit	Scholarships
Conservation project	Money, earn & save	Slide show, plan one
Court session	Movie day	Sporting event
Dance	National Explorer conferences	Teach young children
Diet & nutrition	Newsletter writing	Water skiing
Disabled citizens (help)	Pancake breakfast	OTHER IDEAS:

