Participation Sheet for Take Your Child to Work Day
Thursday, April 23, 2009
Michigan State University

Please print or type requested information.

Contact Person: ____________________________________________________________
Department/Office: _________________________________________________________
Campus Address: ____________________________________________________________
Phone: ___________________________ ___________________________________________
Fax: ___________________________ _____________________________________________
E-mail: ___________________________ ___________________________________________

Yes, our department/organization will participate! Please check all that apply:

Will sponsor 30-minute site tour(s) in my department/office.

Will present a 30-minute career exploration program or workshop in my department/office. Ideas include, but are not limited to a student and/or staff panel, experiments, case studies, movie and discussion, scavenger hunt, demonstration, student projects, art contest, mock interviews, problem solving activities, student academic organizations, etc.

Will host a different activity in my unit in support of Take Your Child to Work Day (please describe):
___________________________________________________________________________
___________________________________________________________________________

The time(s) we can participate are (circle all that apply):

8:30am  9:30am  10:30am  1:30pm  2:30pm.

Description of site tour and/or program (What will participants see or do?):
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________

Meeting location for the tour or program (be specific):
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________

Please return this form by Friday, April 10, 2009 via campus mail (ATTN: TYCTW Day, MSU Women’s Resource Center, 332 MSU Union, CAMPUS), fax (517-432-3846) or email (wrc@msu.edu).
“Future Spartans in Training: Building Partnerships to Educate and Empower” is the theme for the 2009 Take Your Child to Work Day. The goal of this program is to expose girls and boys to their future career, family and community responsibilities.

The target audience is girls and boys ages 8-14, with a supervising adult.

SCHEDULE OF EVENTS

8:00am    Maps and updated schedules will be available at the MSU Visitor Center on Trowbridge Road.

8:30, 9:30 & 10:30am  30-minute Department Tours or Career Exploration Activities
                      Various campus locations

11:30am-12:00pm  Recognition Ceremony, MSU Union Main Lounge (1st floor)
                   Children participating in the day’s event will receive a certificate. Special guests will be present to congratulate the children. Great photo opportunity!

12:00-1:00pm    Lunch on your own

1:30 & 2:30pm    30-minute Department Tours or Career Exploration Activities
                   Various campus locations

A complete listing of tour sites and activities will be posted on the MSU Women’s Resource Center website (www.wrc.msu.edu) the week of Monday, April 20, 2009. Please join us in this important endeavor. Participation is completely voluntary, and we hope you and members of your faculty and staff will choose to be involved. The rewards should be great! If you have any questions, please feel free to contact the MSU Women’s Resource Center at (517) 353-1635.

Units co-sponsoring the 2009 Take Your Child to Work Day program include: MSU Career Services and Placement, Clerical-Technical Union of MSU, MSU Family Resource Center, MSU Student Alumni Foundation and the MSU Women’s Resource Center.