

MAKE IT A
HABIT!

*Earth Day
Every Day*

**PROGRAMMING
BOOKLET 2010**

**Your center's guide to learning about
and celebrating a greener lifestyle**





From the National Office of Job Corps



Dear Job Corps Staff,

Our efforts to be a greener program wouldn't be possible without the unceasing efforts of contractors, staff and students. I congratulate all of you for your dedication and hard work. I am counting on each of you to continue that commitment with the Earth Day Every Day component of this initiative. Through Earth Day Every Day, centers are implementing green incentive projects that give students and staff the opportunity to learn the importance of making green decisions while reducing their impact on the environment.

We want each center to continue with that mindset and celebrate its achievements as you plan activities leading up to Earth Day 2010, the 40th anniversary of Earth Day. This electronic programming booklet will serve as a guide for your center as you plan and carry out activities during the week leading up to Earth Day. This will be an opportunity for staff and students to showcase your center's green practices with potential students, employers and community partners.

This booklet provides all of the necessary information to make planning your center's 2010 Earth Day Every Day activities easy and fun. Please take time to review it thoroughly so that you can help your center fully utilize all of the tips and tools outlined. We have allocated ARRA funds to each center to assist with preparation and execution of Earth Day Every Day activities. We expect each center to use the funds efficiently and as designated to provide the best possible experience for everyone participating. I'm confident that students and staff will be able to use what they have learned during the past several months to help make the 2010 Earth Day Every Day weeklong celebration a huge success.

Although the celebration itself will last only a few days, I call on each of you to ensure that the principles of Earth Day Every Day are a priority for the remainder of this year and well beyond. Each of us will play an important role in continuing the mission to be better environmental stewards in our communities and to provide our students with more opportunities than ever before. Together, we can make the Earth a greener place.

Lynn A. Intrepidi
Interim National Director

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INTRODUCTION



THE PROGRAMMING GUIDE

This guide lists activities the National Office of Job Corps would like each center to implement during Earth Hour, March 27, 2010; Global Days of Service, April 17-18, 2010; and **Earth Day Every Day Week**, April 19-23, 2010. The goals of these activities are to:

- educate community members about Job Corps' green career areas and forge relationships with potential green employers;
- spur excitement among Job Corps students and staff regarding the "greening" of Job Corps career areas and what these changes will mean for them;
- educate Job Corps students and staff members about the simple things they can do to conserve energy and water; and
- promote habits that are good for the environment that will carry over into each Job Corps student's work and family life.

The activities outlined in this book encourage participation from all on-center staff members and students.

Poster Series

Each center will receive the "Make It a Habit – Celebrate Earth Day Every Day" educational poster series within the next month. The posters, which discuss the importance of recycling and conserving energy, should be prominently displayed in high-traffic areas around campus.

Earth Hour

The National Office is excited about participating in a global event called Earth Hour and encourages all Job Corps centers to join, too! This event, organized by the World Wildlife Fund, encourages people to turn off their lights for one hour each year on the last Saturday in March.

Participating in Earth Hour is a simple way that Job Corps centers can join millions of people around the world to send an important message about taking an active role in the future of our planet. More information about how Job Corps centers can participate in this year's Earth Hour is outlined on Page 4 in the booklet.

Global Days of Service

Get a head start on your center's **Earth Day Every Day Week** celebration by participating in the Earth Day Network's Global Days of Service, on April 17-18, 2010. During this two-day event, thousands of volunteers will work on "greening" their communities. More information on how your center can participate in Global Days of Service is on Page 5.

Budget, ARRA Tree and Tree-marker

Each of the contractor-operated centers will receive \$2,800 to use in planning the activities in this booklet. Centers will be expected to use the money to procure:

- at least one tree-marker plaque and tree for use during the tree-planting ceremony outlined on Page 10, and
- supplies and awards for the activities outlined in this booklet. Suggestions on the types of supplies and awards you may need are listed on each activity page. Try to purchase supplies and awards that are Earth-friendly and made from recycled materials when possible.

More information on how to select and plant trees and tree-markers will be distributed in an upcoming program instruction notice.

EARTH DAY

ARE YOU READY TO MAKE IT A

HABIT?

APRIL 19-23

Earth Day Every Day



MAKE IT A HABIT!

Even when turned off, electronics continue to use energy from the power source when plugged in. These "energy vampires" emit about **12 million tons** of wasted energy into the atmosphere. Unplug your phone chargers, hair dryers, stereos and other devices when not in use.



Earth Day Every Day



MAKE IT A HABIT!

Every year, more than **26 billion** water bottles are thrown away, and fewer than 13 percent are recycled. Reusable bottles are better for the environment and better for your health.



Earth Day Every Day



MAKE IT A HABIT!

Compact fluorescent light bulbs use **one-third** the power that standard light bulbs use. Install CFLs in your dorm and at home.



Earth Day Every Day



MAKE IT A HABIT!

An extra five minutes in the shower uses more than **12 gallons** of water. That's 175 gallons per week. Be conscious of your water while showering. Saving water starts with you.



Earth Day Every Day



INTRODUCTION (continued)

Job Corps



PREPARING FOR EARTH DAY EVERY DAY WEEK

Get Organized

Many of the activities in this booklet will require some advance preparation to accomplish tasks, such as buying supplies, creating posters or inviting community members.

In order to make sure that each activity is executed efficiently, the National Office of Job Corps recommends that each center establish an **Earth Day Every Day Week** committee. Select 5 to 10 staff members and student representatives to spend time thinking through logistics, brainstorming creative approaches to projects and carrying out the week's activities.

Divide and Conquer

A basic strategy that can help organize each activity is to “divide and conquer.” A suggested method for accomplishing this is below:

- **Divide each activity into parts.** As you read the guidebook, you will notice that each activity has been divided into steps. Take the same approach when planning out the “To Do” list for each day.
- **Assign tasks** to committee members, staff members and students. Ensure that each committee member has a task to accomplish.

A suggested project schedule is also attached to assist you in effectively planning and implementing each project.

CAPTURE THE MOMENTS

This is your center's time to shine – and we want to see your creativity!

Take photos of the week's activities and send them to ojc.arra@dol.gov.

THINGS TO KEEP IN MIND

The National Office of Job Corps believes this programming guide can help each center run a successful week of activities; but as you prepare for the week, remember:

- **Stick to the schedule of events.**
It is important for each center to follow the schedule as planned. If it is too cold to plant a tree on Earth Day, follow the “cold weather/indoor celebration plan” that is provided for you.
- **Plan in advance.**
Plan out your strategy and accomplish tasks for each activity a few weeks in advance in order to avoid last-minute problems during the week.
- **Buy supplies and assign responsibilities early.**
Purchase project supplies early, and store them in bins designated for each event.
- **Be creative.**
Put your center's mark on each activity. Your creativity will infuse the energy into the projects. Include talented students and staff members in as many projects as possible.
- **Take pictures.**
Assign a staff member to photograph each activity. Send the best photos (high resolution and at least 600 pixels wide) to ojc.arra@dol.gov along with a description. Your photo might be used in Job Corps marketing materials, on the Job Corps Web site or in the local newspaper.
- **Contact the media.**
Send a news release to your local newspaper or TV station to garner interest in your center's Earth Day Every Day events. You will be provided with a template news release and more information on ways to contact the media in an upcoming program information notice.

Questions?

If you need advice on how to approach project logistics or have a question about the programming guide, e-mail us at ojc.arra@dol.gov.



If every Job Corps center turned out its lights for one hour every day, it would save \$1 million.



You can help encourage staff and students at your center to begin getting in the habit of saving energy by participating in Earth Hour on **March 27** from 8:30 to 9:30 p.m.

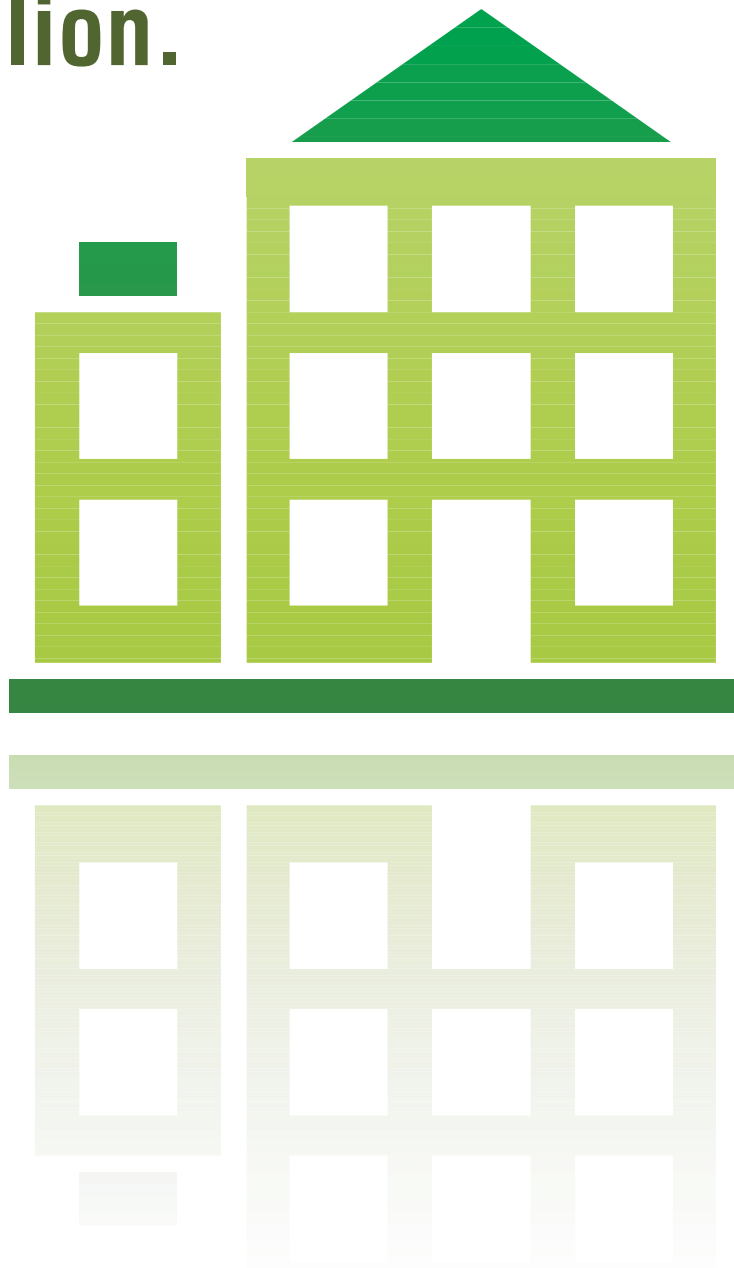
Background: Earth Hour began three years ago in Australia as a symbolic call to action for the environment. By turning out the lights across the country for one hour, millions of people helped raise awareness about climate

change and other important issues affecting the environment. In 2009, Earth Hour went global, and nearly 1 billion people turned out their lights – involving 4,100 cities in 87 countries on seven continents. Landmarks around the world, like the Great Pyramids of Giza, the Eiffel Tower in Paris and the Golden Gate Bridge in San Francisco, all went dark last year. Earth Hour is a powerful, visual message that each one of us can take part in.

What You Can Do: This year, Job Corps can help make Earth Hour larger than ever before. It's simple – every person on center turns off the lights for one hour, from the recreation center to the dorms, to the administration building. (Be sure to keep lights on that are necessary for safety.) Sound simple? It is ... just turn off your lights for one hour on **March 27** and join a global movement of change. Everyone on center can help by flipping the switch in rooms that aren't used at night or when leaving a room empty – you'll be saving money and helping the environment. Make the event fun by hosting a "Lights-out Party," with activities like a talent show or board game tournament, illuminated by hand-charged or solar flashlights.

Visit www.earthhour.org to see how your community is participating in Earth Hour, or ask your neighbors to celebrate Earth Hour with your center. On **March 27** at 8:30 p.m. local time, Earth Hour will occur around the globe, uniting the planet under a single call to action. Your center can join millions of people, businesses and landmarks around the world to show how easy it is to make a difference.

To continue the message through **Earth Day Every Day Week** and beyond, encourage students and staff to commit to turning off unnecessary lights every day.





GLOBAL DAYS OF SERVICE

The Global Days of Service, scheduled for April 17-18, 2010, is another great opportunity for Job Corps students to put their green training into action.

During each service day, volunteers work on projects that create solutions to help the environment all over the world. The National Office would like each center to participate and make a positive contribution to the communities around each center.

Reach out to city leaders, community groups or local Earth Day organizers to determine how students at your Job Corps center can help “green” your neighborhood or town. Your center could work on projects such as helping to build “green” projects at a school, volunteering at a community garden or picking up litter at a playground.

The Earth Day Network has created a database that lists service projects for the Global Days of Service event. Once your center has selected a project, visit www.earthday.net/user to register your project for inclusion in the list of Global Days of Service activities around the world.





EARTH DAY EVERY DAY WEEK

Schedule of Activities



**Note: Components of the following activities will need to be completed at least two weeks prior to the date of the activity. This asterisk * is a reminder that the work described in the bullet will need to be completed at least two weeks in advance of the date.*

MONDAY, April 19

YOU WILL NEED:

- A prize – a certificate, a potted plant, aluminum bottle or other “green” item
- Instructors to judge the contest
- A digital or video camera to document the activity

ACTIVITY ONE:

What’s Your Green Style?

Hold a contest and kickoff event in which students can select their own medium to illustrate their personal take on Earth Day Every Day.

HOW TO BEGIN:

***STEP 1: Encourage students to express their own ideas about Earth Day Every Day** by holding a contest in which they have a few hours to create a poem, essay, poster, artwork or song about the theme for the upcoming week. This may include the green training they have received, their work on a green committee or what they have learned from the green culture of the center. Give the assignment to the students at the beginning of the month so they have plenty of time to develop and rehearse their entries.

***STEP 2: Host an Earth Day Every Day kickoff assembly on center** where students will perform their entries and display their work. Have a panel of instructors judge each piece and declare a winner based on creativity, effort and relevancy to the theme. Keep all entries displayed throughout the week to showcase all participating students’ creativity.

STEP 3: Present the winner with a prize at the kickoff assembly and display the entry throughout the week if applicable. Display the winning entry prominently in a high-traffic area such as the center director’s office or the administration office.



EARTH DAY EVERY DAY WEEK

Schedule of Activities



MONDAY, April 19

ACTIVITY TWO: RECYCLING MANIA!

Hold a collection competition among students that raises awareness about recycling.

HOW TO BEGIN:

***STEP 1: Discuss recycling with students in the Earth Day Every Day kickoff assembly on campus.** Have a staff member talk about the different recycling categories, or bring in a representative from the local recycling company to speak on the topic.

***STEP 2: Encourage students to see how much they can recycle (all paper, plastic and glass products) during Earth Day Every Day Week.** Provide each dorm with recycling bins for students to place collected items in. Encourage students to collect items for each bin throughout the week, and announce that the bins will be weighed on Thursday.

STEP 3: On Thursday, weigh each bin to determine which dorm recycled the most.

STEP 4: Announce the winning dorm during Thursday's event.

YOU WILL NEED:

- Cardboard or plastic storage boxes for each dorm
- A scale
- A camera to document the activity

ACTIVITY THREE: SHOW YOUR EARTH DAY EVERY DAY SPIRIT

Create an EDED mascot for your center.

HOW TO BEGIN:

***STEP 1: Enlist a group of interested students and staff members to work together to design a costume for a green mascot.** Examples of an EDED mascot might be a tree, a lightbulb or a green giant. This can be anything you want – be creative and green!

STEP 2: Unveil the mascot costume at the EDED kickoff on Monday. Ask an outgoing student, SGA representative or green committee member to wear the costume at the kickoff.

STEP 3: Bring the mascot to all of the events throughout the week. Make sure to take pictures of the mascot every day at each event.

YOU WILL NEED:

- Art supplies for the mascot – glue, scissors, tape, construction paper, ribbon, cardboard, posterboard, markers, fabric paint, needle and thread, poster paint, glitter, plastic wrap and newspaper



EARTH DAY EVERY DAY WEEK

Schedule of Activities



TUESDAY, April 20

ACTIVITY:

Go Green Fair

Host a green job and activities fair for students and staff members to learn about environmental initiatives taking place on center and in the community. Invite community members to attend and host a booth so they can learn about all of the green initiatives going on at your Job Corps center.

HOW TO BEGIN:

***STEP 1: Form a committee to work on the fair.** Student booths might include representatives from your center's green committee and students training in the Automotive, Advanced Manufacturing and Construction career areas. The group would be able to decide what kinds of materials they need to provide attendees in order for their booth to be as informational and innovative as possible – just remember to keep it green! The goal is to educate all center staff and students on what is currently happening to make Job Corps and the community a greener place, and how they can get involved.

***STEP 2: Invite community representatives to host a booth at the center's green initiative fair. Identify potential community partners and invite them via e-mail or phone to participate in the fair.** Community partners might include green employers and green community organizations in your area, such as representatives from your state park, farmers' market, local conservation office or your town's economic development office. Other examples of potential partnership organizations might include your town's Green Building Council or local soil conservation office. Pitch the event as an opportunity for community representatives, center staff and students to learn about the green initiatives going on at the center and green opportunities in the community. Ask community representatives and organizations to bring materials or create displays containing pertinent information.

***STEP 3: Select a location on center and create a booth map.** Choose a location on campus, such as the cafeteria or gymnasium, that allows for easy flow of walking traffic. Assign numbers to participating organizations and Job Corps career areas, and place next to appropriate organizations on the fair's booth map.

YOU WILL NEED:

- Tables and chairs for each booth
- A sign-in sheet for participating organizations and community members

FOR THE SIGN-IN TABLE:

- Sign-in sheet
- Staff members or students to work at each booth and sign-in table
- A map of booths
- A sign-up list for attendees who want more information

FOR CAREER AREA BOOTHS:

- Signs to identify each career area
- Work examples or other items that showcase what students learn in each career technical training area
- Materials about Job Corps to hand out to attendees

Job Corps ARRA one-page informational sheets are located on the Job Corps Community Web site at <http://jcweb.jobcorps.org/pages/PromotionalMaterials.aspx>.



EARTH DAY EVERY DAY WEEK

Schedule of Activities



WEDNESDAY, April 21

ACTIVITY ONE:

Photo Scavenger Hunt

Teams of students will compete to find environmentally friendly items on center.

HOW TO BEGIN:

***STEP 1: Designate an area of the campus for the scavenger hunt.** Decide how large an area would be easiest to manage for the hunt and how long the hunt will last. Limit the scavenger hunt area to one building or several rooms within a building.

***STEP 2: Hide items such as reusable aluminum bottles in strategic locations around the designated scavenger hunt area.** Be sure to write down or take a picture of the location of each item as it is placed.

***STEP 3: Draft a list of rules and clues for the scavenger hunt.** Print out rule and clue lists for each team. The clues should not be in the same order on each list to ensure that each team will start in a different location.

***STEP 4: Select 10 to 20 students to participate in the activity.** Divide students into small teams, and pair each team with a staff member to help supervise the activity.

STEP 5: Send the groups around the center to follow clues that will lead them to specified green-related items. Instruct students to take a creative picture of or with each item and then move along to the next clue according to instructions given at each stop along the scavenger hunt route. The team that successfully follows the clues and snaps the photos within the designated amount of time will be the winner. The winning team will be recognized at the Earth Day event on Thursday.

YOU WILL NEED:

- Cameras (disposable or digital) for each team of students
- A list of environmentally friendly items around your center (reusable bottles, canvas bags, organic cotton T-shirts)
- Clues that match up with one of the environmental products
- Rules for students to follow
- A staff member to set up the clues and distribute the rules to students
- A staff member to collect all of the photos at the end of the hunt





WEDNESDAY, April 21

ACTIVITY TWO:

How Much Energy Are You Using?

Teams of students will participate in an energy audit to find items on center that could be made more energy-efficient.

HOW TO BEGIN:

***STEP 1: Talk with students about preventive maintenance and how it can provide a foundation for energy conservation.** Ask them to explain how energy conservation and preventive maintenance are interrelated.

***STEP 2: Designate an area of campus for the energy audit.** Decide what areas on center would be easiest for students to survey. This will limit confusion and allow center staff to know where students are at all times during the activity.

***STEP 3: Create your audit worksheet.** Create an audit worksheet that students can use as a guide to find what things on center are energy-efficient or could be more energy-efficient. Print out one worksheet for each group.

***STEP 4: Split students into groups.** Divide students into groups based on their dormitories or career technical training areas to coordinate the audit. Once the students are split into groups, assign them to the specific locations on campus that they are to survey. Pair each group with a staff member.

STEP 5: Allow students 45 minutes for the energy audit. Encourage students to take notes about all the things on center they think could be made more energy-efficient, even if it is not noted on the worksheet. After 45 minutes, bring the students together to discuss what they found.

STEP 6: Collect the worksheets and note the ways the center could be more energy-efficient. Even the simplest of things — fixing a leaky faucet, cleaning the lint out of a clothes dryer — can make a big difference in saving energy. Be sure to collect the students' input to see what kinds of actions can be taken to save energy. Have your green committee review the suggestions for new ways to approach conservation on campus. Submit them to the Center Director for implementation and have the green committee track the progress and report to the student body the changes that have been made. This allows the students to see their input is valued.

YOU WILL NEED:

- Create the energy audit worksheet
- Copies of the energy audit worksheet
- Staff members to monitor students and lead a wrap-up discussion
- Rules for students to follow
- A staff member to divide students into groups and assign audit locations to students
- A camera

EXAMPLES OF WORKSHEET CONTENT:

Happy Valley Job Corps Center Energy Audit

	Yes	No	Comments
1. Does the room use compact fluorescent lightbulbs?	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. Are there air leaks around any doors, windows, baseboards or electrical outlets?	<input type="checkbox"/>	<input type="checkbox"/>	_____
3. Are there any appliances or cell phone chargers plugged in that aren't being used?	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. Did you find any dripping faucets or water movement in toilet bowls?	<input type="checkbox"/>	<input type="checkbox"/>	_____
5. Did you find extreme temperatures or lights on in rooms that were not being used?	<input type="checkbox"/>	<input type="checkbox"/>	_____
6. Are recycle bins present? How many different items are recycled?	<input type="checkbox"/>	<input type="checkbox"/>	_____
7. Are Earth Day Every Day posters present?	<input type="checkbox"/>	<input type="checkbox"/>	_____
8. Notes (Provide blank lines for students to add their own observations.)			_____



EARTH DAY EVERY DAY WEEK

Schedule of Activities



EARTH DAY 40th Anniversary

THURSDAY, April 22

OUTDOOR CELEBRATION PLAN

If the ground is frozen or it is too cold to plant a tree on your campus, turn to the Indoor Earth Day Celebration Plan on Page 13.

YOU WILL NEED:

- Gardening supplies – shovels, gloves, watering can, rake
- Large paper to plan
- Tree
- Tree-marker
- Other plants – shrubs, saplings
- A camera to document the activity

ACTIVITY ONE:

Planting a Tree on Campus

Improve the landscape of our Job Corps centers!

HOW TO BEGIN:

As mentioned in the Introduction, each contractor-operated center will receive funding to procure a tree and tree-marker plaque to commemorate this year's **Earth Day Every Day Week**. You will receive more information on suggestions for selecting the tree and tree-marker in an upcoming program information notice. Once you have procured these items, begin to plan the tree-planting ceremony for your campus.

***STEP 1: Ask your green committee to develop a plan for the center tree-planting ceremony.** Work with students in the landscape career area (if applicable) to determine the best location, and enlist their help in spearheading the project.

***STEP 2: Create an outline of events, and assign roles to ceremony participants.** Be sure all participants are aware of their duties well in advance. Invite a student to sing, have the green committee chairperson give a speech, invite your local legislative representative or community partner to attend, and secure students and staff members to help shovel. Be creative! Suggested talking points for ceremony participants will be provided in an upcoming program information notice.

STEP 3: Purchase necessary supplies and put them in a safe place.

STEP 4: Invite students and staff members to attend the ceremony. Determine the number of people who should be on hand for the ceremony, and plan to set up chairs or tables if necessary.

STEP 5: Plant the center's first Earth Day Every Day tree! Don't forget to place the tree-marker nearby and in view of those who may pass by.

Optional: To involve the whole center, purchase additional saplings and/or shrubs for students and staff to help plant during a day of planting on center. Students and staff can help plant the other saplings and shrubs at their assigned locations on campus. This is a great way to help students and staff members feel a part of "greening" the center.



EARTH DAY EVERY DAY WEEK

Schedule of Activities



EARTH DAY 40th Anniversary

THURSDAY, April 22

OUTDOOR CELEBRATION PLAN

ACTIVITY TWO:

Path to a Greener World

Students can make their marks with personalized garden stones.

Students' green efforts can be remembered forever by having them make personalized garden stones. This activity should be completed after the tree-planting ceremony. It reinforces a sense of community and reminds students of the importance of environmentally friendly practices.

HOW TO BEGIN:

***STEP 1: Designate an area for decorating the stones.** This area could be one table or a classroom. Choose a group of students to take part in this activity. After the group is selected and a decoration area is located, set a designated time to meet to design the stones. Provide art supplies and ask students to write text such as "Earth Day Every Day," "Job Corps" or "Go Green" on the stones. Students may also paint flowers, animals or other nature-friendly icons on the stones. Remind the students to be creative and write text on what they think it means to be green.

***STEP 2: Select an area to place the stones on campus.** This could be the area around the center's newly planted ARRA tree, flower beds or other trees on center, or along a concrete pathway.

***STEP 3: Place the stones in a decorative configuration.** After the tree-planting ceremony, ask all of the participants to move to the designated area where the decorative stones are to be placed.

STEP 4: Ask a few of the students who decorated the stones to explain what they wrote on their stones and what "going green" means to them.

This activity can be repeated each year or as students enter the Job Corps program on campus.

YOU WILL NEED:

- Garden stones, rocks or pieces of brick
- Tables for decorating stones
- Art supplies – paint, paint pens, paint brushes and permanent markers
- A camera to document the activity



EARTH DAY EVERY DAY WEEK

Schedule of Activities



EARTH DAY 40th Anniversary

THURSDAY, April 22

INDOOR CELEBRATION PLAN

If it is too cold to plant a tree, the list of activities below will help you celebrate Earth Day in a meaningful way. When the weather warms, please refer to the outdoor Earth Day Celebration Plan to plant a tree.

Earth Day Every Day Rally

The Earth Day Every Day Rally reinforces all of the green activities and educational experiences that students have participated in during Earth Day Every Day Week and is a fitting end to the celebration week.

PREPARING FOR THE RALLY:

***STEP 1: Choose a location for the rally.** Use a large indoor area of campus such as the cafeteria or gymnasium.

***STEP 2: Select a committee to be responsible for each component of the Earth Day Every Day Rally.** Please note that portions of the activities must be prepared several weeks in advance. Executing the advance portions effectively is crucial to the success of the Earth Day Every Day Rally. Refer to the suggested timeline for assistance in planning work distribution and deadlines for completion.

***STEP 3: Create a “green game” for students and staff to play at the rally.** The more creative, the better! The game must include a green component. Examples include: a “Race to Recycle Cans” or a “Recyclable Bags Sack Race.” **Devise rules for the game.**

***STEP 4: Create noisemakers for the rally.** Add a few dry beans or popcorn kernels to empty aluminum soda cans to create noisemakers. Cover the can’s opening with tape and have students decorate with construction paper, paint pens or markers. These noisemakers will be used during the “Earth Day Every Day Chant” activity.

***STEP 5: Select four students to serve as the Earth Day Every Day Rally representatives for each dorm.** These students will act on behalf of the dorm prior to and during the Earth Day Every Day Rally. These students will also take part in the “EDED Dorm Representative Group Activities.” See next page for more details.



EARTH DAY 40th Anniversary

THURSDAY, April 22

INDOOR CELEBRATION PLAN

Earth Day Every Day Dorm Representative Group Activities

***STEP 1: Ask each group to develop an “Earth Day Every Day Chant” to debut at the rally.** A week before the rally, ask the dorm’s student representatives to formulate a three- to four-line chant to perform at the rally. The chant must incorporate the phrase, “Earth Day Every Day” and “Job Corps.” **Have dorm monitors rehearse the dorm’s chant with the students prior to the rally.** Each student in the dorm should memorize the chant before the Earth Day Every Day Rally.

***STEP 2: Have each group design a creative Earth Day Every Day poster to represent their group at the rally.** Have students use paper bags, old poster board, glitter, markers, felt and other art supplies to create the posters. Prior to the rally, hang each dorm’s poster over the area where they will be seated during the rally.

***STEP 3: Hold an essay contest (examples: “Why Green Job Training Is Important to Me” or “How We Can Save Energy”) prior to the green rally, and have the winner read his or her essay during the rally.** A month before the rally, ask students to write an essay relating to a green theme selected by the staff. Have staff members judge the contest to select a winner.





EARTH DAY EVERY DAY WEEK

Schedule of Activities



EARTH DAY 40th Anniversary

THURSDAY, April 22

INDOOR CELEBRATION PLAN

YOU WILL NEED:

- Art supplies – glue, scissors, tape, construction paper, ribbon, cardboard, paper bags, poster board, markers, fabric paint, paint pens, poster paint, glitter, aluminum soda cans, plastic wrap and newspaper
- Green spirit stick (this can be something that the center, the green committee or students create)
- Certificates or other award item (such as a plant, green ink pen or organic T-shirt) for the Recycling Mania! and essay winners
- Supplies for the “Green Games”
- Cardboard tubes, aluminum cans, garbage bags, garbage pails, newspaper

Earth Day Every Day Rally

DAY OF THE RALLY:

Make sure all necessary equipment is set up prior to the start of the rally.

Hang dorm “EDED” spirit posters in the space designated for the rally.

Pass out green noisemakers to students as they enter the gym or meeting space.

Begin activities! Once students and staff are seated, begin the event. Allow members of the center’s green committee or the center director to speak to the audience to remind them of all of the activities and projects that have been done throughout the year to celebrate Earth Day Every Day. This is a good time to highlight successes the center has made in striving to be an environmentally friendly campus. The speaker or speakers can also discuss the lessons learned during Earth Day Every Day Week.

Following the introduction, move into the activities below.

ACTIVITY ONE: “Earth Day Every Day Chant”

Have each dorm take turns performing the chants. A panel of staff members can vote to determine which group has the most EDED spirit and declare a winner. **Give the spirit stick to the student representatives from the winning dorm.**

ACTIVITY TWO: “Recycling Mania! Weigh-in”

Weigh each dorm’s recycling bin from the Recycling Mania! game and then announce the winners of the game. Provide prizes for the winning dorm and announce how much they recycled. This contest can be repeated each year between dorms.

ACTIVITY THREE: “Green Games”

Bring students out to play the games created by the committee.

Remember: Have fun! The Earth Day Every Day Rally is meant to be a fun and educational experience for all involved.



FRIDAY, April 23

ACTIVITY:

Freestyle Friday

Use this activity page to create your center's Earth Day Every Day activity for Friday!

Work with the Earth Day Every Day committee at your center to plan and execute the project. Enter project steps and supplies in the worksheet below. Use Web sites such as www.earthday.net and www.epa.gov/earthday to help your committee come up with a great ending to a fun-filled and educational week.

Let us know what you decide! Send information about your project to ojc.arra@dol.gov.

Step 1: _____

Step 2: _____

Step 3: _____

Step 4: _____

YOU WILL NEED:

Resources: www.earthday.net and www.epa.gov/earthday

Supplies: _____



PROJECT SCHEDULE

Suggested Timeline for Preparing for Earth Day Every Day Week



MONDAY, FEBRUARY 8

- Begin working to identify Earth Day Every Day committee members.

MONDAY, FEBRUARY 15

- Have final list of committee members prepared.

WEDNESDAY, FEBRUARY 17

- Have first committee meeting.
- Discuss logistics and divide tasks.
- Plan to meet as a group once a week leading up to Earth Day Every Day Week.

MONDAY, FEBRUARY 22

- Begin contacting organizations to participate in the Go Green Fair.
- Contact any additional speakers your center would like to have during Earth Day Every Day Week.

MONDAY, MARCH 1

- Purchase supplies.
- Divide supplies into storage boxes for each activity and store in a safe place. Label each box by day and activity.
- Begin working on remaining preparation activities (refer to the * notes in the schedule) for each day of Earth Day Every Day Week.

MONDAY, MARCH 29

- All preparation activities should be 75 percent completed.
- Make sure all staff members know about Earth Day Every Day Week.

MONDAY, APRIL 12

- All preparation activities should be 100 percent completed.
- Regroup with all participants to make sure everyone knows what to do starting on Monday, April 19.

MONDAY, APRIL 19

- Activity One: What's Your Green Style?
- Activity Two: Recycling Mania!
- Activity Three: Show Your Green Spirit

TUESDAY, APRIL 20

- Activity: Go Green Fair

WEDNESDAY, APRIL 21

- Activity One: Photo Scavenger Hunt
- Activity Two: How Much Energy Are You Using?

EARTH DAY: THURSDAY, APRIL 22

- Activity One: Planting a Tree on Center
- Activity Two: Path to a Greener World

COLD WEATHER PLAN: Earth Day Every Day Rally

FRIDAY, APRIL 23

- Activity: Freestyle Friday

*Earth Day
Every Day*

Job Corps

