

# Mountrail County Achievement Days

## Club/4-H Volunteer & Committee Work Schedules

2026

### Events Dates & Deadlines

July 6	Event Set-Up Day
July 6	Static Judging
July 8	Poultry, Rabbit & Goat Shows Livestock Record Book Judging Check-In/Weigh-in for all Species (4-7pm)
July 9	Swine, Sheep, Dairy Cattle & Beef Shows



**Packet Index:**

- Event Set-Up & Tear-Down General Info..... Pg. 2
- 4-H Club Cleaning Assignments ..... Pg. 3 & 4
- Static Judging Area - Club Host Schedule.....Pg. 5
- Static Judging Area Work Assignments..... Pg. 6
- Livestock Judging Area Work Assignments..... Pg. 7

**Club Leaders** - A sign-up sheet has been sent to all Club Leaders to assist with ensuring all areas are covered during the Buyers Supper, Hosting, & Event Clean-Up

Use this as a tool to ensure ALL areas are covered. ALL 4-H families are required to stay to the end of the event to help clean, even after exhibits are removed!

### 4-H Code of Conduct & Ethics

The 4-H program is **intended to foster a safe environment that is conducive to optimal learning and growth**. Youth participants, families, and volunteers are expected to behave in a way that respects the rights and property of others, and that will not disrupt or interfere with 4-H program goals.

All youth & adults are expected to act in a sportsmanlike manner at all times and are expected to set positive examples and serve as positive role models by what they say and do.

**FORMAL COMPLAINTS:** For issues that cannot be taken care of during Achievement Days, please see pg. 36 for guidelines on issuing a formal complaint.

If a conflict arises, please reach out to someone within the appropriate department (Extension Office, 4-H Council, Livestock Committee, or Static Committee) to work together towards a peaceful solution. If a peaceful and positive solution cannot be met, the departments listed hold the right to remove the appropriate parties from the premises and/or present the issue at the next Mountrail County 4-H meeting.

# Achievement Days - Set-Up & Tear-Down

## EVENT SET-UP TIMES - MONDAY, JULY 6

### 4-H'ers & Families Needed!

4-H members & someone in each family should be present for set-up of each species an exhibitor is showing.

Please take turns helping set-up the show ring and wash shed!

3:45 pm – Beef/Dairy Cow/Swine Exhibitors (arena)

4:15 pm – Poultry/Rabbit (arena)

5:00 pm – Goat/Sheep Exhibitors (arena)

5:30 pm – Buyers Supper Area (South Complex Hall) - EVERYONE helps

6:00 pm – Static Committee Exhibit Display Set-Up (Fair Building Hall)

## Static Exhibit Judging is on July 6th also!

See Pg. 11 of the 4-H Achievement Days Exhibitor Packet for more info

## Livestock Arena Volunteers

Please arrive at the time scheduled to ensure set-up goes smoothly! Arrive and pre-stage your youth exhibits early if needed.

## ALL HANDS-ON DECK!

Set-Up, Tear-Down and managing each event area some of the most important parts of Achievement Days...and we need your help!

Please take a moment to look over each of the work schedules within this packet. If you are you unable to help with your **assigned time slot** or would like to be moved elsewhere, find a replacement or please let us know prior to the event. We will gladly try and accommodate changes that are needed.

Participation at **setup & tear down** is required for livestock exhibitors. Tear-down is required for horse exhibitors going through the 4-H Premium Sale. If you are unable, due to special circumstances, please notify the office **prior** to July 6th. There are jobs that can be done before Tuesday. Arrangement for other duties can be made if the office is contacted **prior** to set-up.

**THINGS TO BRING FOR SET-UP DAY:** Steel post drivers, wire cutters, pliers, hammers, brooms, rags, pails, cleaning supplies, zip ties and lots of enthusiasm.

**BEDDING ON SAND OR WOOD CHIPS:** All livestock will be bedded on sand in the Fair Building. Wood Chips will also be allowed if you want to bed your livestock on wood chips. With this in mind, be sure to bring shovels so you can clean up manure and wood chips and put it in the outside disposal container for disposal.

**No bedding with straw - No exceptions**  
**ALL exhibitors must clean up your own wood chips**

### **LIVESTOCK PEN ASSIGNMENTS:**

This will be done on set-up day by the assigned livestock personnel.

**Self-penning to NOT allowed!**

# 4-H Club Cleaning Assignments

**Club Leaders – Please meet with your club members and discuss clean-up responsibilities. Families may also assist in other areas if needed.**  
**Assigning youth, families, & volunteer's tasks prior to event can help ensure duties are done!**

It is important to keep the building looking good during Achievement Days and put it back in the shape we found it or better when we are done.

**July 6 & 8**

**ALL Livestock Exhibitors (Livestock Committee Oversees):**

Before & after events - Clean garbage(s) in arena. Clean bleachers.

**ALL Static Exhibitors (Static Committee Oversees):**

Before & after events - Clean garbage(s) in hall, bathrooms, & entry. Sweep all areas.

**MANURE HANDLING**  
**ALL manure must be dumped at least 4 ft from side of building in designated area.**

**July 9 – Throughout Day & After Premium Sale**

## **SOUTH COMPLEX**

**ALL Static Exhibitors (Static Committee Oversees):** Pick up paper/ garbage around the South Complex/parking lot and dump garbage cans into dumpster outside

**Ind. Members, Mountrail Pioneers & Mountrailmen:** Clean up Hall/Kitchen/Entry

**Buckaroos & Cloverleaf Cowboys:** Clean up bathrooms

## **FAIR BUILDING**

**1st Step!!! Please clean Wash Rack BEFORE any panels are put away**

**ALL Livestock Exhibitors (Livestock Committee Oversees):** Clean arena & dump garbage cans

**Cloverleaf Cowboys, Mountrail Pioneers & Ross Roughriders:**

Clean Hall/Kitchen/Entry

**Mountrail Eagles, Ross Roughriders & FFA:** Clean up bathrooms

**Buckaroos, Ind. Members, Stanley Stampede & Fort Berthold:** Clean Bleachers

**ALL Livestock Exhibitors (Livestock Committee Oversees):**

Take down panels & clean wash shed

**Each livestock exhibitor is responsible for cleaning their own stalls. They must check out with Livestock Comm. member when done.**

**WE UNDERSTAND EVERYONE IS TIRED AT END OF DAY** and want to get home. We ask that **everyone please stay** until **ALL** areas are completely cleaned, then we can all get home early.

- Additional duties that NEED completed by all exhibitors & families:**
- \* Clean bleachers of ALL garbage
  - \* Put all tables in Arena & Hall away
  - \* Dump wheel barrows
  - \* Clean all wood chips, hay, & feed
  - \* All panels put in storage buildings
  - \* Dump ALL arena garbage's (including East end)
  - \* Sweep cement arena floors
  - \* Take down announcer stand
  - \* Clean all garage on outside of buildings
  - \* Halls & Entry areas swept, mop up spills

# Static Judging - Fair Building Hall

## Static Exhibit Display Hosts - July 8 & 9

### Host Responsibilities:

- Monitor exhibits from people handling
- Keep youngsters from playing around exhibit area
- Take pictures of 4-Her's with Grand & Reserve placings-camera provided
- Photos are for Top Honor Award Sponsors-must get everyone!
- Check off 4-Her's name on list for Grands & Reserves after picture is taken
- **Club responsible** for assigning hosts for club slotted time (see below)

We would appreciate if club members who do not have livestock or those with livestock to monitor during other species shows to volunteer for these timeslots to help monitor the exhibits. **Leaders please make sure your time slots are covered.**

### Wednesday, July 8

8:00 – 10:00 am	<b>Mountrail Eagles/Ross Roughriders</b>
10:00 - 12:00 pm	<b>Cloverleaf Cowboys/ Buckaroos /Mountrailsmen</b>
12:00 - 2:00 pm	<b>Mountrail Pioneers/Ross Roughriders</b>
2:00 - 4:00 pm	<b>Mountrail Eagles/Buckaroos/ Ind. Members</b>
4:00 - 6:00 pm	<b>Buckaroos /Ross Roughriders/Stanley Stampede</b>
6:00 - 8:00 pm	<b>Mountrail Pioneers /Cloverleaf Cowboys/Mountrailsmen</b>

### Thursday, July 9

8:00 – 10:00 am	<b>Mountrail Pioneers/Ind. Members</b>
10:00 - 12:00 pm	<b>Mountrailsmen/Cloverleaf Cowboys/Stanley Stampede</b>
12:00 - 2:00 pm	<b>Buckaroos /Ross Roughriders</b>
2:00 - 4:00 pm	<b>Mountrail Eagles/Mountrailsmen</b>
4:00 - 6:00 pm	<b>Buckaroos /Ross Roughriders</b>

### Static Exhibit Viewing

July 8: 8:00 am – 8:00 pm  
 July 9: 8:00 am - 5:00 pm & 6:00 pm to end of sale

**\* Static area is closed between 5:00 - 6:00 pm \***

### Static Exhibit Removal

July 9 - After Premium Sale - Must check out in Static Judging area with Static Committee member.

**\* NO EARLY REMOVALS\***



**Failure to check-out and early removal of livestock or static exhibits may result in loss of exhibit ribbon premiums.**

# Static Judging – July 8

**During Achievement Days please express any concerns or ideas for Static Judging to the Static Committee or Lynnette Vachal, Extension Agent.**

**Static Committee:** Laura Anderson, Karen Babbitt, Laura Fransen, Rebecca Goettle, Amanda Hynek, Krista Littlefield, Melissa Vachal, & Julie Woodbury

**Static Judge Helpers  
Fair Building Hall**

The following are asked to help out on Monday, July 6 in the Static judging area

**\* ANYONE NOT LISTED IS WELCOMED TO HELP \***

**If you are unable to help out, please find someone else to take your place and let the office know of the change.**

### Judges Helper Duties

Help judges move items to tables, get supplies & ribbons, check books for exhibit scratches, etc. Last shift ensures all exhibits are judged before judge finishes. You will help more than one judge.



#### (3:00 - 4:00pm)

Ashley Anderson  
Margo Gauthier  
Jennifer George  
Amy Gray  
Anna Miller

#### (4:00 - 5:00pm)

Anika Istilar  
Chaunci Mell  
Abbey Ruland  
Katie Steele  
Jessica Wolter  
Cody Telsrow

#### (5:00 - 6:00pm)

Sana Feiring  
Annemie Gunderson  
Kristen Jaeger  
Wendy Maurer  
Kim Vachal  
Kelly Warren

#### Food Table

#### (During & After Judging)

Ilene Enerson  
Bernadette Lund  
Becky Goettle

#### Youth Helper/Static Photographer

Karen Babbitt  
Amber Bock

**Exhibit Display Helpers  
July 6 - 6:00-8:00 pm  
Fair Building Hall**

**ALL Static Committee Members Help!  
(Other adults may help also if needed)**

Work together to neatly display exhibits for public viewing.

Assist with upgrading ribbons, displaying Grand & Reserving placings

**Livestock & Horse  
Record Books ~ July 8  
South Complex Hall**

#### Record Book Helper Duties

Help judges organize books, help keep the judging line run smoothly, gather any supplies needed, & take photos. You will help more than one judge.

#### (2:30 - 3:45 pm)

Stacey Dazell  
Rochelle Feldman  
Lisa Uran

#### (3:45 - 5:00 pm)

Andie Roise  
Barb Roise  
Abbey Ruland

# Livestock Judging - Fair Building Arena

During Achievement Days please express any concerns or ideas for livestock judging to the Livestock Committee listed below or Lynnette Vachal, Extension Agent.

**Livestock Chair (July 6 – Set-Up Day)** – Robby Alford & Steve Littlefield

**Livestock Chair (July 8 & 9)** – Amanda Hynek

## Livestock Committee & Superintendents

**Poultry & Rabbit** - Heather Braaflat, Rebecca Hager & Jennifer Old Rock

**Goats** – Bailey Hawbaker & Monica Sem

**Swine** - Grady Uran & John Woodbury

**Sheep** – Kodi Alford, Robby Alford & Barb DeTienne

**Dairy & Beef** – Shane Erickson, Joe Hynek, Cameron Istilart & Curt Vachal

## July 6 - Livestock Arena Set-Up & Pen Assigning

### JOB DUTIES:

#### LIVESTOCK CHAIR(S)

- Oversee all set-up operations to ensure each species section is working together to best utilize spacing, pens & safety measures.

#### LIVESTOCK COMMITTEE & SUPERINTENDENTS

- Organize & assign pens based on registration numbers per species, families & clubs
- Distribute available wood chip bedding
- Assemble show ring & announcer stand
- Ensure wash rack is ready to use
- Communicate with the Extension Staff on any needs or changes

## July 8 - Livestock Arena Check-In & Weigh-ins

### JOB DUTIES:

#### LIVESTOCK CHAIR(S)

- Oversee all check-in operations to ensure each species is properly checked-in and that all livestock on location match what is registered in FairEntry.

#### LIVESTOCK COMMITTEE & SUPERINTENDENTS

- Work within assigned species to confirm livestock is on location
- Confirm the livestock on location matches the animal registered into FairEntry
- Report any changes needed to Extension Staff (deleted animals, updated animal info, etc.)
- Weigh all MARKET animals and record in each species show book
- Assist Extension Staff with Market Show weight break-outs
- Any other area you see needs assistance

# Livestock Judging - Fair Building Arena

## Livestock Shows – Stewards & Announcers

### Wednesday, July 8

- 9:00 – 9:45 am **Poultry & Rabbit Registration:**  
Heather Braaflat, Rebecca Hager, Tami Johnson & Jennifer Old Rock
- 10:00 am - 3:00 pm **Poultry & Rabbit Announcers & Show Recorders:**  
Heather Braaflat, Tami Johnson & Jennifer Old Rock
- 2:00 pm **Goat Weigh-In/Registration:**  
Bailey Hawbaker & Monica Sem
- 4:00 - 7:00 pm **Beef Weigh-In & Registration:**  
Jeremy Bullinger, Shane Erickson, Joe Hynek & Curt Vachal
- 4:00 - 7:00 pm **Sheep Weigh-In & Registration:**  
Kodi Alford, Robby Alford & Barb DeTienne
- 4:00 - 7:00 pm **Swine Weigh-In & Registration:**  
Grady Uran & John Woodbury
- 6:00 – 8:30 pm (approx.) **Goat Show Announcer & Recorders:**  
Sarah Brewer, Jessica Bullinger, & Bailey Hawbaker

### Thursday, July 9

- 8:00 am - 3:00 pm **Swine, Sheep, Dairy Cattle & Beef Show Announcer & Recorders:**  
Sarah Brewer, Jessica Bullinger, & Bailey Hawbaker

## Livestock Stewards – Shows & Premium Sale

**There are a wide variety of jobs for the Livestock Helpers. Please work together to make sure all areas are covered! Please work together to ensure someone(s) listed are covering! Others are welcome to help too!**

### July 8 & 9

**Gathering exhibitors, animals, and managing show ring**

**Livestock Committee & ALL Families** – Watch the show order to stay on track!

### July 9 –

**Premium Sale Ring** – Robby Alford, Steve Littlefield, Justin Lund, John Woodbury

**Premium Sale Gather Keepers/Back-Up Ring Men** –

Jordan Braaflat, Jeremy Bullinger, Shane Erickson, Brett Feiring, Paul Lee, Wyatt Nichols, Dustin Roise, Grady Uran

**It takes a village! Please step in if you see an area needing help!**

