

SQ - STEM Quest
 SC - Summit Center

Please note schedule is subject to change
 please check www.jambostem.org for updates

Date	7/15	7/16	7/17	7/18
Day	Saturday	Sunday	Monday	Tuesday
7:00 AM		Daily Staff update sent out on Remind	Daily Staff update sent out on Remind	Daily Staff update sent out on Remind
7:30 AM			Staff on site SQ or SC	Staff on site at SQ or SC
7:40 AM			All Staff meeting	All staff meeting both sites
8:00 AM	Staff arrival greetings echo base camp			
9:00 AM		Exhibit leads and Senior Staff meet at SQ	Staff Report to SQ or SC	STEM Quest All Staff photo at STEM Quest
10:00 AM		All Staff meeting at SQ, with team meetings to follow		
11:30 AM		Setup and site prep		
12:00 PM		lunch on site	lunch on site	lunch on site
12:30 PM				
1:00 PM				
2:00 PM				
4:00 PM			Debrief/Dismiss Staff	Debrief/Dismiss Staff
5:00 PM		Debrief Dismiss	Exhibit Leader Debrief with Senior Staff lead	Exhibit Leader Debrief with Senior Staff lead
5:30 PM				
6:00 PM		Religious Services for Staff in Echo, Time and location TBA		
7:00 PM			Senior Staff meeting at Echo	Senior Staff meeting at Echo
		Staffing updates sent out on remind if needed	Staffing updates sent out on remind if needed	Staffing updates sent out on remind if needed
Evening	STEM Quest staff get together in Echo at 8 pm Site TBD			Staff Appreciation Show 7:45

Training in areas
 SQ and SC Open for participants

Date	7/19	7/20	7/21	7/22	7/23	7/24
Day	Wednesday	Thursday	Friday	Saturday	Sunday	Monday
7:00 AM	Daily Staff update sent out on Remind	Daily Staff update sent out on Remind	Daily Staff update sent out on Remind	Daily Staff update sent out on Remind	Daily Staff update sent out on Remind	Daily Staff update sent out on Remind
7:30 AM	Staff on Site at SQ or SC	Staff on Site at SQ or SC	Staff on Site at SQ or SC	Staff on Site at SQ or SC		Staff on Site at SQ or SC
7:40 AM	All Staff Meeting both sites	All Staff Meeting both sites	All Staff Meeting both sites	All Staff Meeting both sites		All Staff Meeting both sites
8:00 AM	Final prep for opening					
9:00 AM					Religious Services times and sites TBA	
10:00 AM						
11:30 AM	Lunch on site					
12:00 PM	Open at 12 noon SQ and SC for participants					
12:30 PM						
1:00 PM					Open at 1 pm Summit Center only	
2:00 PM				Close at 4 pm	Training for Session 3 staff at STEM Quest main site	
4:00 PM	Close at 5 pm	Close at 5 pm	Close at 5 pm	Exhibit debrief	Close at 5 pm	Close at 5 pm
5:00 PM	Close first day Exhibit debrief	Exhibit debrief	Exhibit debrief	Team Debrief Staff appreciation party at STEM Quest	Exhibit debrief	Exhibit debrief
5:30 PM	Team Debrief/ Dismiss Staff	Team Debrief/ Dismiss Staff	Team Debrief/ Dismiss Staff	Exhibit Leader Debrief with Senior Staff lead	Team Debrief/ Dismiss Staff	Team Debrief/ Dismiss Staff
6:00 PM	Exhibit Leader Debrief with Senior Staff lead	Exhibit Leader Debrief with Senior Staff lead	Exhibit Leader Debrief with Senior Staff lead		Exhibit Leader Debrief with Senior Staff lead	Exhibit Leader Debrief with Senior Staff lead
7:00 PM	Senior Staff meeting at Echo	Senior Staff meeting at Echo	Senior Staff meeting at Echo		Senior Staff meeting at Echo	Senior Staff meeting at Echo
	Staffing updates sent out on remind if needed	Staffing updates sent out on remind if needed	Staffing updates sent out on remind if needed	Staffing updates sent out on remind if needed	Staffing updates sent out on remind if needed	Staffing updates sent out on remind if needed
Evening				Celebration of scouting show 7:30		

STEM Quest main site closed

Training in ar
 SQ and SC Op

Date	7/25	7/26	7/27	7/28	7/29
Day	Tuesday	Wednesday	Thursday	Friday	Saturday
7:00 AM	Daily Staff update sent out on Remind	Daily Staff update sent out on Remind			Staff leaders depart
7:30 AM	Staff on Site at SQ or SC	Staff on Site at SQ or SC	Staff on Site at SQ or SC	Staff on site at SQ or SC	
7:40 AM	All Staff Meeting both sites	All Staff Meeting both sites		Tear down, Clean up	
8:00 AM					
9:00 AM					
10:00 AM					
11:30 AM					
12:00 PM				Staff may depart if work is finished	
12:30 PM					
1:00 PM					
2:00 PM					
4:00 PM	Close at 5 pm	Close at 5 pm	Close and begin takedown (4:30)		
5:00 PM	Exhibit debrief	Exhibit debrief			
5:30 PM	Team Debrief/ Dismiss Staff	Team Debrief/ Dismiss Staff			
6:00 PM	Exhibit Leader Debrief with Senior Staff lead	Exhibit Leader Debrief with Senior Staff lead			
7:00 PM	Senior Staff meeting at Echo	Senior Staff meeting at Echo			
	Staffing updates sent out on remind if needed	Staffing updates sent out on remind if needed			
Evening			Farewell show 7:30		

Training in ar
 SQ and SC Op