



February 17, 2018

Student STEM Ambassador Booths at GEMS

General information and guidelines for hosting a student booth

The Girls Exploring Math and Science event is organized by the Houston Museum of Natural Science and the Girl Scouts of San Jacinto Council. Girls of all ages are invited to attend the event and learn more about science, technology, engineering and math (STEM) by visiting booths hosted by students, Community sponsors, and other non-profit and professional organizations.

Student STEM Ambassadors should be enthusiastic about sharing their knowledge with the Museum visitors during GEMS at their booth. Booths can involve something interactive, a demonstration or even a presentation of information explaining a concept. Hosting a booth at GEMS allows girls to share their interest in math and science with their peers and introduce them to the many opportunities in STEM related fields for young women today.

Student STEM Ambassadors have the opportunity to earn a cash prize to be used at the school of their choice to enhance STEM programming. One grand prize and two runner-up prizes will be awarded. Winning booth hosts will also receive a special prize for all their hard-work!

GEMS 2018 timeline for Student STEM Ambassadors

January 17, 2018	Student STEM Ambassador applications due by 5pm
January 19, 2018	Student applicants notified by email of booth committee decisions.
January 26, 2018	GEMS Student STEM Ambassador rosters due with booth hosting fee (\$40) due by 5pm (See part B of Booth host Application)
February 10, 2018 9:30am	Student STEM Ambassadors send a representative to the booth information session and packet pickup at the Museum.
February 17, 2018	Check-in and setup 7:00-8:30am GEMS event 9am-12pm ** Student STEM Ambassador lunch and awards presentation 12:30pm-1:30pm

*** Denotes a mandatory event for all selected booth hosts. Please be sure that your group will be able to fulfill these requirements before sending in your booth host application.*

FREQUENTLY ASKED QUESTIONS

What's included in the booth registration fee (\$40)?

- ♦ Registration for up to four (4) students and one (1) adult chaperone as booth hosts
- ♦ GEMS Student STEM Ambassador t-shirts for each booth host who attends (approx. value \$40 per booth)
- ♦ Parking in the Museum garage for one vehicle the day of GEMS
- ♦ Admission to the Museum permanent exhibit halls all day the day of GEMS
- ♦ A chance to meet other young women interested in STEM related topics and have a lot of fun!

How are booths chosen?

Booth applications are reviewed by representatives from both the Houston Museum of Natural Science for completion, adherence to guidelines, topic variety and originality.

I have more than 4 students who want to participate as booth hosts, can they all help host one booth?

No. The maximum number of students per booth is 4. We have determined that a group of up to four allows each person responsibility in planning and creating the booth presentation but also provides enough people to staff the booth and allows for breaks during the busy day of GEMS. If you have a larger group we recommend splitting into separate groups to create several booths to present at GEMS.

PLEASE NOTE THAT EACH BOOTH REQUIRES A SEPARATE APPLICATION.

How much information should be presented at each booth?

There are a lot of booths for GEMS participants to see in 3 hours so a good guideline is to be able to present your booth to a visitor in 5 minutes or less. This way everyone has an opportunity to visit every booth and you will share your information with as many people as possible!

Are there guidelines for activities and materials that can be used at the booth?

Yes, materials guidelines are included in this information packet. Your application must include a complete list of materials you will need for your booth activities or demonstration. Last minute changes will not be allowed.

If my group is chosen to host a booth at GEMS how will I be notified?

Communication with groups participating in GEMS is done exclusively via email, please be sure that the email address you have provided on your application is valid and checked often. We will notify all applicants by January 19, 2018.

How will prize winners be selected?

Representatives of sponsoring organizations will view booths on the day of the event and vote on their favorites. Winners will be announced at the Student STEM Ambassador lunch immediately following the event.

Should my group be chosen as a winning booth, how will the school receive the prize money?

Winning booths will be asked to complete a form designating a recipient for the prize money. Checks will be mailed to winners within two weeks of the GEMS event. Prize money must be given to a school and cannot be divided.

Have other questions? Please contact the HMNS GEMS coordinator, Kelsey Friedemann, via email at GEMS@hmns.org for more information.

STUDENT STEM AMBASSADOR BOOTH GUIDELINES

- ◆ Booths must be staffed by a minimum of one (1) student and one (1) adult and a maximum of four (4) students and one (1) adult. Someone must be at the booth at all times during the event.
- ◆ Booth hosting is open to students in 4th–12th grades. University students are encouraged to participate as a Community Booth, please see hmns.org/gems for more information.
- ◆ The museum provides each group with one 6-foot table and two chairs. Keep in mind when designing the look of your booth that, due to limited space and safety concerns for the large crowd during the GEMS event, all materials must be confined to the top and sides of your table. Table top easels will be allowed.
- ◆ Booths with interactive activities for visitors have been very positively received in the past. It is not required that visitors leave your booth with anything, so think about creating a game or activity with reusable materials. *You do not need to spend a lot of money to have a great booth!* If you do plan on bringing something to hand out be sure you have enough for the entire day (booths have seen 1200+ visitors at past GEMS events.)
- ◆ Explore the various topics that fall under Science, Technology, Engineering and Math (STEM) and find something that you will really enjoy learning about and will feel confident explaining to a wide range of age groups.
- ◆ Do not bring anything that could be considered food or liquid into the museum. These items are not allowed in the museum exhibit halls.
- ◆ Electrical outlets will not be available for booth use. If your booth requires the use of electronic equipment please be sure that all items are battery operated.
- ◆ Consider your table's appearance your advertising! Colorful table cloths and interesting signs can spark visitors' interest in your topic.
- ◆ Booth hosts are required to wear GEMS Student STEM Ambassador t-shirts and presenter badges for easy identification. Feel free to wear hats or use other props to make your group stand out.
- ◆ Student STEM Ambassador booth hosts are encouraged not to wear nametags for their own safety.
- ◆ ***Be creative!*** Find something you are interested in knowing more about and find a fun way to share your knowledge—booths with enthusiastic hosts are always the most popular! The review committee will be looking for diverse and creative activities and topics.

Have fun!

Questions? Contact Houston Museum of Natural Science GEMS Coordinator at GEMS@hmns.org