UNIVERSITY OF GEORGIA
EXTENSION
Gwinnett County

UGA Extension Gwinnett
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www.uga.edu

April 1, 2020

Dear Educators:

Thank you for your interest in becoming a Master Gardener Extension Volunteer. Attached is the 2020 Gwinnett County-Georgia Master Gardener Extension Volunteer (MGEV) Teacher Training program application. The Master Gardener Extension Volunteer Program involves horticultural service training that requires you to complete a minimum of 50 volunteer hours during the first year to earn your certification, and 25 volunteer hours every year thereafter to remain active.

Applications will only be accepted until 5:00pm, Friday, May 15th, 2020

- Enrollment in the program is limited to 40 teachers and school staff.
- Classes begin Wednesday, June 3, 2020 and conclude June 24, 2020.
- The training sessions will be held Mondays, Wednesdays, and Fridays from 9:30am to 3:00pm.
- As part of your training, you will be required to pass a mid-term and a final examination with a minimum score of 70%.
- The classes will be held at Gwinnett Technical College, 5150 Sugarloaf Blvd., Lawrenceville.
- The fee for the 2020 Teacher program will be $165.
- Fees and Volunteer Waivers are due with the application.
- Fees cover the expense of the Georgia Master Gardener handbook, classes and lectures, temporary and permanent name tags, supplies, and a "Certificate of Completion" (upon completion of volunteer hours).
- Background checks will be completed prior to the first class.
- Applications are available at https://extension.uga.edu/county-offices/gwinnett/teacher-master-gardener.html.
- Email completed applications to kim.fritz@gwinnettcounty.com
- Payment instructions will be sent upon receipt of the application

If selected for participation in the MGEV for Teachers program, you will be notified by the UGA Extension, Gwinnett Office within 10 days of the receipt of your application.

The Gwinnett County − Georgia Master Gardener Extension Volunteer program for Teachers offers many opportunities to enhance your horticultural expertise and make new gardening friends as you become involved in community projects. We look forward to receiving your application. If you have any questions, please contact us at the Gwinnett County Extension Office.

Sincerely,

Kim Fritz
Agriculture & Natural Resources Program Assistant
Kim.fritz@gwinnettcounty.com

Timothy Daly
Agricultural and Natural Resources Agent
tdaly@uga.edu

Tell Us About Yourself:

Basic Information:

Name					
Preferred name for name badge (First and Last)					
Mailing Address					
Additional Address					
City		State		Zip	
Phone		Email			
School					

Preferred method of contact:

Phone
Alternate phone
Email
Postal mail

The University of Georgia College of Agricultural and Environmental Sciences (working cooperatively with Fort Valley State University, the U.S. Department of Agriculture, and the counties of Georgia) offers its educational programs, assistance, and materials to all people without regard to race, color, religion, sex, national origin, disability, gender identity, sexual orientation or protected veteran status and is an Equal Opportunity, Affirmative Action organization. Provision of demographic information will help ensure we are supporting all members of our community.

Gender:

Male
Female

Race/ethnicity:

Asian
African American
Native/American Indian/Alaska Native
Native Hawaiian or Other Pacific Islander
Two or more races
White

I am an adult age 18 or older.

Yes
No

If accepted into the program, I consent to have my name, address, email and phone number included in a class roster in the participant binder and provided to local Master Gardener organization members.

Yes
No

Your Skills and Interests:

Please select the skills and interests that you want to contribute to or learn more about during your MGEV experience.

	I want to know more about:	I consider this to be a personal strength:
Vegetable gardening		
Flower gardening		
Herb gardening		
Trees/shrubs		
Native plants		
Wildlife gardening		
Houseplants		
Lawns & turf grass		
Plant Propagation		
Landscape Design		
Diseases/insects		
Water conservation gardening		
Ornamental ponds		
Community gardens		
Greenhouse production		
Other:		

How long have you been a gardener?

What horticultural experience or training have you had? (credit or non-credit courses, workshops, etc.)

What is your greatest area of gardening interest?

Have you done any of the following? If yes, please describe your experience.

	No	Yes	If yes, please describe.
Writing • Newspaper articles • Blog posts • Social media content			
Public speaking/teaching • Presented to small or large group? • Tour guide? • Hands-on demonstrations?			
Computers/technology			
Organizing events or projects • Small events or projects? • Large events or projects?			
Organizing people • Building teams • Communication strategies			
Managing people			
Advertising and public relations			
Fundraising			
Other			

Which skills from your previous professional experiences would be useful in your role as a Master Gardener Extension Volunteer?

Tell Us About Your History as a Volunteer.

Please list any previous volunteer experiences, including nongardening and gardening experiences. Specify organization, type of work, and approximate dates (i.e., garden clubs, professional or hobby associations, plant specialty societies, civic clubs, etc.). Note: Previous volunteer experience is not required to be accepted into the program.

Have you participated in any UGA Extension programs in the past? Please list the most recent. If not, please write "N/A".

Why do you wish to become a Master Gardener Extension Volunteer?

What are some ways you can see yourself volunteer as a Master Gardener in our community?

If you are selected to be a part of the Master Gardener Extension Volunteer program, your volunteer hours will support the Extension in one of the following activities. Check topics of interest to you:

***Ask a Master Gardener* diagnostics** – Answer questions from the public at public venues and in the Extension office. Events may include themed exhibits at local farmer's markets and festivals, the Georgia National Fair, area retail merchants, and other community venues to answer homeowner questions.

Youth activities and programs – Work with team of Master Gardeners to conduct horticulture activities with youth in grades 4-12, such as in-class presentations, school gardens, Junior Master Gardener programs, MG SPROUTS, summer camps, or other activities.

Media – Create brochures, newsletters and flyers using Publisher Software; develop PowerPoint presentations for use in classes; write news articles for local newspapers and websites; social media posts; radio and/or TV.

Speakers' Bureau – Prepare a short, 15-20 minute talk for various civic and church engagements to offer horticultural information. Plan and teach classes on basic gardening topics to groups of 20-30 homeowners. Specialty: _____

Demonstration and community gardens – Help with installations and perform ongoing maintenance to include weeding and watering; plan and execute activities and classes at the garden sites. Provide leadership, coordination, and education at community garden sites.

Rate your preference for the following volunteer experiences (1 = least preferred; 5 = most preferred):

	LEAST -------- PREFERRED -------- MOST				
Telephone/office work at County Extension Office	1	2	3	4	5
Speaking to groups on gardening	1	2	3	4	5
Teaching small groups	1	2	3	4	5
Teaching large groups	1	2	3	4	5
Teaching children/teens	1	2	3	4	5
Teaching adults/senior citizens	1	2	3	4	5
Teaching persons w/disabilities & special needs	1	2	3	4	5
Diagnosing plant problems and providing answers/recommendations	1	2	3	4	5
Newsletter editing/layout	1	2	3	4	5
Writing articles for newsletter/newspaper	1	2	3	4	5
Public relations/publicity	1	2	3	4	5
Working on community landscape projects	1	2	3	4	5
Photographing plants/horticultural activities	1	2	3	4	5
Organizing events	1	2	3	4	5

There will be other volunteer opportunities that will arise throughout the year. Do you have anything in mind that you'd be interested in working on that wasn't mentioned above?

Where are you comfortable volunteering? (check all that apply)

Extension office
garden
public place
classroom
face-to-face
written
phone

With which audience(s) are you most comfortable? (check all that apply)

Youth
Adult
Senior adult
Special needs

Describe Your Availability:

Employment Status

Full time employment
Part time employment
Am not employed
Retired
Other

Please indicate times that you are available to volunteer:

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
8 am – 12 pm							
1 pm – 5 pm							
After 5 pm							

References (required)

Please provide 3 references who are not immediate family members and who reside outside of your home address. They should be familiar with your skills and abilities related to potential duties associated with volunteering, particularly with youth. Local CAES or Extension staff should not serve as references. Individuals will be contacted by Extension.

Reference 1					
Name					
Address					
City		State		Zip	
Phone		Email			
How long have you known this person?		In what capacity have you known this person?			
Reference 2					
Name					
Address					
City		State		Zip	
Phone		Email			
How long have you known this person?		In what capacity have you known this person?			
Reference 3					
Name					
Address					
City		State		Zip	
Phone		Email			
How long have you known this person?		In what capacity have you known this person?			

Master Gardener Program Agreements:

Initial each statement and sign at bottom to indicate that you understand and agree to the following conditions if accepted into the program.

I understand that submission of this application does not guarantee acceptance to the program.

I understand that to be considered as a UGA MGEV Trainee, I will need to complete a UGA Volunteer Agreement, background screening (including motor vehicle records check), interview with Extension personnel, and pay any program fees.

I understand that Georgia Master Gardener® status is acquired only after successful completion of the volunteer training program and volunteer service, including:

Completion of classroom training (minimum of 42 hours), not missing more than 20% of training classes. I am responsible for class material covered in my absence; successfully passing the midterm and final exams with a score of 70% or better on each; and completing 50 hours of volunteer service in support of Extension-approved projects in the county in which I completed training within 12 months of completing classroom training. Any exceptions must first be approved by my local coordinator.

I will not use my Master Gardener Extension Volunteer status to promote any commercial venture or to make money.

I understand that I can continue with the MGEV program after completing the first year. To do so, I will complete an annual Intent to Renew form and meet annual criteria, including 25 hours of volunteer service each year, update my Risk Management Training (RMT), and maintain a current UGA Volunteer Agreement form and background screening, as required by the University of Georgia.

I agree to not use the Georgia Master Gardener® title for any commercial publicity or private business purposes. Participating in a commercial activity, associating with commercial products, and giving implied Master Gardener or UGA Extension endorsements to any product or place of business is in violation of the Georgia Master Gardener® program policy.

I acknowledge that I have read the above guidelines and will abide by them.

Signature: _____

Date of Application (mm/dd/yyyy): _____

Return Application to:

Kim.fritz@gwinnettcounty.com

Payment instructions will be sent upon receipt and review of the application