



## Tennessee Master Gardener Program Application

### What is the Tennessee Master Gardener Program?

The Master Gardener is a volunteer service program for the University of Tennessee Extension (UTE). Extension professionals train local members of the community as volunteers to help provide sound, practical, research-based information to educate the public about home horticulture. Master Gardeners also help to solve other home gardening problems.

Master Gardeners provide great gardening information in many different ways. They may hold gardening workshops, lectures, plant clinics and demonstrations in their local community. Master Gardener programs offer home horticulture information to the general public with an educational and non-biased approach. Master Gardeners may write articles for the local newspaper or answer their neighbors' gardening questions. They are a terrific resource for their local communities.

Achievement Communication Beatification Quality of Life Pride Excitement Fulfilling Fun Education Community Service

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## ***What are the goals of the Master Gardener?***

A Tennessee Master Gardener's goal is to educate the general public about horticulture in an appropriate and unbiased manner. Any request for information beyond the scope of a Master Gardener's training may be referred to the county Extension agent. Remember: Master Gardeners are not required to know everything! All pesticide recommendations made by a Master Gardener must be from a University of Tennessee Extension publication for home gardeners. Master Gardeners are encouraged to attend pesticide certification training courses offered in each county. Master Gardeners may not make recommendations to commercial industries.

## ***How do I become a Master Gardener?***

To become a Tennessee Master Gardener, you must first complete an application to be accepted into the program. Then you will begin your training as a Master Gardener Intern. After completing the intern requirements, you will then complete your volunteer service and continuing education to become a certified Master Gardener.

To become a Master Gardener Intern, you must:

- Attend 40 hours of basic horticulture classes.
- Pass the Master Gardener examination administered by your local Extension agent.

### **To become a certified Master Gardener, you must:**

- Complete the requirements of the intern and 40 hours of required community service. Service hours must be reported to become certified.
- Complete eight hours of continuing education by attending local meetings or Extension educational programs. Continuing education hours must be reported to become certified.

As a certified Master Gardener, you must have consented to the *Tennessee Master Gardener Volunteer Guidelines* (<http://extension.tennessee.edu/publications/specialpubs/MGvolguide.pdf>) and have been approved by University of Tennessee Extension to provide home gardening educational programs and information to your community.

## ***What will I learn in Master Gardener training?***

The training program includes a core curriculum of basic horticultural information appropriate to gardening in Tennessee. Your Extension agent may add additional classes as a part of your training. These classes are usually topics you need to know as you respond to questions in your community. Courses are taught by University of Tennessee Extension experts and local professionals. Your Extension agent will supply you with a specific course syllabus.

## ***Will there be a test?***

Quizzes and homework are assigned at the direction of the Extension agent. Master Gardeners may be tested with a final exam or a mid-term and final. A score of 70 percent or better is necessary to be certified as a Master Gardener. Anyone scoring less than 70 percent may take one retest at the date and time arranged by the Extension agent and the intern. At the request of the intern, oral examinations may be administered instead of a written examination. Certification will not be granted until all of the requirements are fulfilled.

## ***What is the cost?***

Program fees are necessary to pay for educational materials, literature and speaker travel. The Master Gardener intern may keep all materials and literature. Your Extension agent will inform you of the costs associated with the program.

### ***Are there advanced training opportunities?***

Tennessee Master Gardeners are required to update their training with continuing education (CEU) opportunities. Continuing education requirements may be satisfied by attending educational programs from state or local Extension groups, or any other approved educational meetings that might be beneficial to your service as a Master Gardener volunteer.

Master Gardeners who continue to serve the program for three or more years will be invited to advanced trainings sponsored by University of Tennessee Extension.

Master Gardeners who wish to be trained in a specific Master Gardener training topic may apply to become a Master Gardener Educator. Educator training opportunities will be provided by state specialists.

### ***How do I remain a certified Master Gardener?***

Master Gardener certification is awarded after completing the three requirements:

- Pass the training course,
- Turn in volunteer service hours, and
- Attend educational meetings for CEU credits.

The initial certification is valid for one year from becoming a certified Tennessee Master Gardener. Master Gardeners may recertify annually by completing the required number of volunteer hours in their county. To recertify, Master Gardeners must:

- Update their member profile,
- Perform and report the county standards for a minimum of volunteer hours, and
- Obtain eight hours of county-approved continuing education.

Reporting and profile updates may be completed on the Tennessee Master Gardener Web site or hard copies may be turned in to the county Master Gardener record keeper.

### ***How may the title of Master Gardener be used?***

The title Tennessee Master Gardener is strictly reserved for certified Master Gardeners when volunteering for University of Tennessee Extension and may not be used for any commercial purposes. Master Gardeners should always identify themselves while volunteering for University of Tennessee Extension.

It is *inappropriate* to wear or display Master Gardener name badges, tee shirts, logos or certificates while working for any commercial industry, since it incorrectly implies an affiliation between the University of Tennessee and that industry. However, the horticulture training and volunteer service you have performed as a Master Gardener is valuable and worthy of mention on a resume.

Horticulture industry professionals may find the Master Gardener training valuable and useful for career development. These individuals are encouraged to enroll. Due to their career duties, it may be difficult to complete the Master Gardener certification.

### ***What are the benefits of being a Master Gardener?***

The service and information that Master Gardeners provide for local Tennessee residents is invaluable. Your work as a Master Gardener is much appreciated and can extend the resources of UT Extension. The faculty and staff of the University of Tennessee welcome you and wish you success in the program. We look forward to working with you in sharing our home horticulture information and expertise with all Tennesseans.



## VOLUNTEER PROGRAM APPLICATION

*I understand the title Master Gardener is conditional upon receiving training, performing 40 service hours and reporting those hours. Master Gardeners are expected to use only University of Tennessee-approved recommendations. The Master Gardener name badge and title may not be used for commercial gain or to promote commercial products or businesses.*

Applicant's Signature \_\_\_\_\_

(PLEASE TYPE OR PRINT)

Name \_\_\_\_\_ Date \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone \_\_\_\_\_ E-Mail \_\_\_\_\_

Social Security Number\* (required) \_\_\_\_\_ Driver's License Number (optional) \_\_\_\_\_

\*Social Security number or personal tax identification number is required by UT Risk Management for any volunteer or friends of UT. Your Social Security number will be used only once for the assignment of a special UT personnel number. Your Social Security number will not be released and will remain confidential.

Please list any times you would not be available for volunteer work (work schedules, anticipated trips, other commitments)

\_\_\_\_\_

Training and education completed

- \_\_\_\_\_ High school
- \_\_\_\_\_ Technical/trade school
- \_\_\_\_\_ 2-year community college (major studies)
- \_\_\_\_\_ 4-year college (major studies)
- \_\_\_\_\_ Horticulture degrees, certification or training

Practical gardening experience (personal, volunteer or work experience)

\_\_\_\_\_

\_\_\_\_\_

Years of gardening experience? \_\_\_\_\_

Which of these do you consider to be your areas of expertise?

- |                           |                                    |
|---------------------------|------------------------------------|
| _____ Vegetable gardening | _____ Lawns & turfgrass            |
| _____ Flower gardening    | _____ Community gardens            |
| _____ Herb gardening      | _____ Landscape design             |
| _____ Trees/shrubs        | _____ Water-conservation gardening |
| _____ Native plants       | _____ Diseases/insects             |
| _____ Wildlife gardening  | _____ Other _____                  |
| _____ Houseplants         |                                    |
| _____ Ornamental ponds    |                                    |

**APPLICATION CONTINUED**

Other volunteer experience in your community \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What are your volunteer activity interests (check all that apply)?

- \_\_\_\_\_ Telephone/office work at county Extension office
- \_\_\_\_\_ Teaching/public speaking
- \_\_\_\_\_ Writing/publishing/ proofreading
- \_\_\_\_\_ Photography
- \_\_\_\_\_ Web development
- \_\_\_\_\_ Computers
- \_\_\_\_\_ Artwork, displays
- \_\_\_\_\_ Marketing/fundraising
- \_\_\_\_\_ Research/data collection
- \_\_\_\_\_ Other \_\_\_\_\_

Check all that apply. I would like to work with:

- \_\_\_\_\_ Youth
- \_\_\_\_\_ Senior citizens
- \_\_\_\_\_ Those with disabilities
- \_\_\_\_\_ Home gardeners
- \_\_\_\_\_ Others \_\_\_\_\_

Why do you wish to become a Master Gardener volunteer? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have a health or medical condition that we need to accommodate for training? \_\_\_\_\_

If so, please explain required accommodations. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you able to speak or write in a language other than English? \_\_\_\_\_

Please list (including American Sign Language). \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_\_\_

If yes, please give the date, nature and disposition of the offense. \_\_\_\_\_  
\_\_\_\_\_

Please note: A criminal record will be considered as it specifically relates to the volunteer position. A criminal record may prevent an individual from volunteering on specific projects, depending on the nature of the offense.

Reference: Please list a non-family member who has knowledge of your skills, abilities and qualifications. This individual should have worked with you on projects and activities and/or have direct experience with knowledge of your qualifications. Please provide a complete address and phone number.

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

I authorize the Extension office to contact my listed reference. I understand that a criminal background check may be completed prior to final acceptance of this application. I understand that misrepresentation or omission of required information may disqualify my application to volunteer for University of Tennessee Extension. I understand that I serve at the satisfaction of University of Tennessee Extension and agree to abide by the policies of UT Extension and the Tennessee Master Gardener Program to the best of my abilities.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Visit the UT Extension Web site at  
<http://www.utextension.utk.edu/>**

**SP635-7/07 E12-5111-00-002-05 05-0158**

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