



OSU Extension Service—Tillamook County
MASTER GARDENER™ CLASS REGISTRATION



I wish to become an Oregon Master Gardener™ Volunteer and be accepted into the training program. I understand that if accepted into the Master Gardener training, I will agree to pay back 60 hours of public service; one-half in the OSU Extension Service office answering home horticulture questions for the public, and one-half working in the Learning Garden and on *approved* Master Gardener educational or community service projects during the next year.

NAME (please print): _____

Phone: _____ Cell Phone: _____

E-mail: _____

Mailing Address: _____

Signature: _____ Date: _____

- How did you learn of the Master Gardener program? _____

- Years of gardening experience? _____
- Please list any specialized garden-related training received: _____

- Please list areas of specialization or hobbies (e.g., vegetables, greenhouses, roses, bonsai, etc.): _____

- Any gardening clubs or garden-related group affiliations? _____

**Return form by January 4th OSU Extension Service – Tillamook County
2204 Fourth Street
Tillamook, OR 97141**

****over****

Oregon State University Extension Service offers educational programs, activities, and materials without discrimination based on age, color, disability, gender identity or expression, marital status, national origin, race, religion, sex, sexual orientation, or veteran’s status. Oregon State University Extension Service is an Equal Opportunity Employer. If you have a disability that requires special considerations in order for you to attend this event contact the OSU Extension Service in Tillamook at 503.842.3433.

**Oregon State University Extension Service - Tillamook County
Master Gardener™ Certification Program**

Volunteer Agreement

The OSU Extension Service Tillamook County Master Gardener™ Certification Program will consist of 66 hours of instruction about home horticulture, which is taught by University faculty and home horticulture experts. Upon the successful completion of this course and the required service hours, participants become Certified OSU Master Gardener™ Volunteers.

As a participant of the OSU Master Gardener™ Volunteer Certification Program I agree to:

- Pay \$100 to cover the cost of materials and the Master Gardener Handbook.
- Attend all classes included in the course. In the event that I am unable to attend a class I will make-up that class.
- Volunteer a scheduled number of service hours (not to exceed 30 hours) in the Tillamook County OSU Extension office answering home horticulture questions for the public.
- Volunteer a minimum of 30 service hours working on **approved** Master Gardener educational or community service projects; which includes volunteering nine (9) hours in the Master Gardener Learning Garden at the Tillamook County Fairgrounds.

OR

- Pay \$300 (\$100 registration fee, plus \$200) to cover the cost of the training program if I find that I am unable to fulfill my commitment of completing the **office portion** of my service time. (*Fee will be pro-rated based on number of office service hours actually fulfilled throughout the next year, April through March.*)

_____ *Print Volunteer Name*

_____ *Volunteer Signature*

_____ *Date*

_____ *Cash/Check #/cc*

_____ *Receipt/Authorization #*

(Make check payable to “OSU Extension”)

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Oregon State University Extension Service Master Gardener™ Program



Position Description

Title: Oregon State University Extension Service Master Gardener™ Volunteer

Purpose: To provide OSU Extension Service educational programs on sustainable home horticulture (including vegetable, tree fruit, small fruit, lawn and landscape maintenance, pest control and associated topics) to the general public by using research based and unbiased information.

Brief description of the position

- Answers general public questions and inquiries about gardening, landscape maintenance, pest control and related topics by telephone; at clinics, demonstrations, workshops, or informal classes; or in other ways possible and practical.
- Cooperates with and assists local OSU Extension staff.
- May assist in preparation of specific educational resources.
- Keeps appropriate records.

Requirements

- Must be available to participate in the training program for Master Gardener volunteers.
- Must be available to provide volunteer service to OSU Extension during the year that training is completed, and equivalent to the number of hours of training received.
- Must be able to effectively communicate with the public by telephone, personal contact, group contact, or in writing.
- Must demonstrate a commitment to diversity and to ensuring equal opportunity for those wishing to benefit from OSU Extension programs and services.
- Should have some knowledge and skills in basic horticulture and related areas.
- Should enjoy working with people.

Supervision

- The county Extension agent with responsibility for the local Master Gardener program provides overall supervision and support.
- Immediate supervision and support may be provided by a program assistant or a program coordinator, if available.

Print Volunteer Name _____

Volunteer Signature _____ Date _____

OSU Extension Faculty Signature _____ Date _____



**Oregon State University Extension Service Master Gardener
Code of Conduct
(Reference Copy for Volunteer)**



This Code of Conduct is a contractual agreement accepted by volunteers who commit to the Oregon State University Extension Master Gardener Program. The Code shall guide the volunteers' behavior during their involvement with the Master Gardener Program.

The OSU Extension Master Gardener Program provides unbiased, research-based educational programs accessible to all Oregon residents. The primary purpose of this Code of Conduct is to ensure the safety and well-being of all Master Gardener Program participants (i.e. target audiences, professionals and volunteers).

Master Gardener volunteers are expected to function within the guidelines of Oregon State University Extension and the OSU Extension Master Gardener Program.

When volunteering as an Oregon State University Extension Master Gardener, I will:

- Represent OSU Extension, the OSU Extension Master Gardener Program and my individual county program with professionalism, dignity and pride, and be responsible for conducting myself with courtesy and appropriate behavior.
- Promote and support the activities and programs of OSU Extension, the OSU Extension Master Gardener Program and my local or county Master Gardener Program
- Learn about, know and uphold the policies of the OSU Extension Service, the OSU Extension Master Gardener Program and my local or county Master Gardener Program
- Participate in orientation and training programs to help me work more effectively with appropriate audiences
- Comply with equal opportunity and anti-discrimination laws
- Accept supervision and support from Extension faculty or staff while involved in the program
- Keep personal opinions and actions separate from the research-based and unbiased recommendations made as a representative of this organization
- Follow through and complete accepted tasks in a timely manner
- Use garden tools and equipment and operate machinery, vehicles and other equipment in a responsible manner, when working in an OSU Extension Master Gardener demonstration garden or other Master Gardener site
- Respect, adhere to and enforce the rules, policies and guidelines established by OSU Extension, the OSU Extension Master Gardener Program, and my local or county Extension Master Gardener Program.
- Accept assignments suited to my personal interests and skills
- Participate in staff and program evaluations
- Be willing to use and teach research-based practices and concepts, in an unbiased manner

I have read and understand the Code of Conduct outlined above. I understand and agree that any action on my part that contradicts any portion of this Code is grounds for the suspension and/or termination of my volunteer status with the OSU Extension Master Gardener Program.

Signature _____

Date _____

Printed name _____

Last Revised 11/11/2009