



April 4, 2017

Dear prospective Master Gardener,

Thank you for your interest in the Florida Master Gardener Program! The enclosed Sprouting Kit contains information that will be useful to you in understanding the Florida Master Gardener program, as well as the role and responsibilities of a volunteer Master Gardener. It will also give you insight into the Florida Cooperative Extension Service, how it functions, and how Master Gardeners operate as part of the Extension Service.

This year we will select 20 people to participate in the Master Gardener training program scheduled to begin on Wednesday, August 2, 2017 and will take place weekly through October 11, 2017. In order to be considered for this year's program, you will need to do several things:

- Study the attached Sprouting Kit and complete the questionnaires
- Complete the enclosed application form
- Send a check made payable to FAEF for \$100.00. This fee covers the materials you will use during training. If you are not selected for this year's program, your deposit will be refunded immediately.
- Return completed forms and your check by May 31, 2017 to:
UF/IFAS Extension St. Johns County
3125 Agricultural Center Dr.
St. Augustine, FL 32092-0572
- Please remember to note your preferred interview time (see details page 8). You will be responsible for confirming your interview time once you have been contacted, so please check your e-mails.

I look forward to meeting you soon!

Sincerely,

Terra Freeman,
Urban and Commercial Horticulture Extension Agent
UF IFAS Extension St. Johns County

Florida Master Gardener Volunteer Application

Citizens interested in volunteering for the Florida Master Gardener program must complete this application. Acceptance is contingent on return of this form to your county Extension office for submission and clearance through appropriate screening processes. These processes are in place to help ensure the safety and well-being of all Extension program participants.

General Information

Name: _____ Male Female

Mailing Address: _____

City: _____ County: _____ Zip: _____

How long have you lived at this address? _____ years _____ months

(If less than five years, attach a sheet listing all previous addresses for the past five years.)

Day phone: _____ Evening phone: _____

E-mail address: _____

List *work* experience during the past 5 years, with most recent experiences first. Add a page if needed.

Employer	Position/Title	City/State	Years
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List *volunteer* experience during the past five years, with current or most recent experiences first. Identify work with youth and community groups. Add a page if needed.

Organization/Group	Role/Title	City/State	Years

Personal Interest

Have you applied for the Master Gardener training before? Yes____ No ____

If yes, when? _____ Where? _____

Please list any training and/or practical experience you have had in gardening, horticulture, farming, or related fields:

What, if any, gardening groups do you belong to, e.g., garden clubs, horticultural societies, etc.?

How did you learn about the Florida Master Gardener Program?

Why do you want to become a Florida Master Gardener?

What ideas do you have of the type of volunteer work you can do toward completion of your commitment? (e.g., working in the plant clinic, writing newsletter articles, maintenance of arboretum grounds, plant propagation, etc.) **See attached Position Announcements for more details.**

List *all* time periods that you can do volunteer work, e.g., every Monday morning, first Tuesday of each month, etc.

What are the *best* days for you to do volunteer work, e.g., every Friday afternoon, first Thursday of each month, etc.?

I wish to become a Florida Master Gardener and would like to be accepted into the training program beginning August 2, 2017. I understand that if accepted and I successfully complete the course of instruction, I agree to donate at least 75 hours of public service in the 12 months following the training through the Florida Master Gardener Program. I have also read, understood, and agreed to abide by the policies regarding the Florida Master Gardener program as outlined in the Annual Volunteer Agreement.

I certify that the above information is correct. I authorize the University of Florida IFAS Extension Service to request information for conducting a background check and to contact references. I authorize a check of my driver's license record as needed. I understand that misrepresentation or omission of the facts requested is just cause for non-appointment as an Extension program volunteer. My signature and information below are necessary to process this application.

Signature

Date

Date of Birth

Driver's License Number (State)

Thank you for your application. Return the application to the county Extension office at your earliest convenience.

Sprouting Kit Questionnaire #1

Please **CIRCLE** the letter indicating your answer and return this along with application.

1. The Master Gardener Program is sponsored by:
 - A. The University of South Florida
 - B. The U.S. Department of Agriculture
 - C. IFAS (Institute of Food and Agricultural Science – University of Florida)
 - D. Florida Department of Plant Industry

2. The Cooperative Extension Service was created by a legislative act called:
 - A. The Morrill Act (1862)
 - B. The Smith-Lever Act (1914)
 - C. The Hatch Act (1887)

3. Master Gardeners are required to volunteer how many hours to public service?
 - A. 25 hours each year
 - B. 60 hours each year
 - C. 75 hours the first year and 35 hours in future years in order to remain active
 - D. 60 hours the first year and 25 hours in future years in order to remain active

4. Master Gardeners are required to attain how many additional hours of horticultural training in order to recertify for another year?
 - A. 3 hours
 - B. 6 hours
 - C. 10 hours
 - D. 15 hours

5. The main purpose of the Master Gardener Program is to increase or extend the service and output of information offered by the Cooperative Extension Service.
 - A. True
 - B. False

6. The Cooperative Extension Service provides information to the community primarily in the program(s) and area(s) of:
 - A. Home Economics
 - B. Youth
 - C. Agriculture
 - D. All of the above

7. Master Gardeners make recommendations to homeowners based on:
 - A. Public sources such as books, magazines and newspaper articles
 - B. Personal, practical experience
 - C. Information generated by the University of Florida/IFAS Extension
 - D. All of the above

8. The title Master Gardener is to be used only in association with the Florida Master Gardener Program and is not to be used for commercial purposes.
 - A. True
 - B. False

9. Master Gardeners are expected to extend information to people involved in commercial agricultural/horticultural endeavors.
 - A. True
 - B. False

Sprouting Kit Questionnaire #2

There are many reasons why individuals want to be part of this effort and program. Please take a few minutes to answer the following questions. Beside each comment below, write the number, which best describes how important it is to you.

1. Extremely important
2. Very important
3. Important
4. Somewhat important
5. Of minor importance
6. Not a reason of factor

Becoming a Master Gardener is important to me because:

- A. I will have the opportunity to receive useful training.
- B. I will become a part of the University of Florida.
- C. I will have the opportunity to share my knowledge with other gardeners.
- D. I will gain practical experience that can help me get a job.
- E. I will be able to provide a service to other people in my community and/or neighborhood.
- F. I can get a tax credit for my volunteer work.
- G. I will receive free instruction and materials.
- H. I will be able to increase my knowledge in the area of gardening.
- I. I will gain a great deal of personal satisfaction.
- J. I will be able to creatively use my free time.
- K. I will be recognized by people in my community.
- L. I will be able to gain new skills as a gardener.
- M. I will be certified by the University of Florida, Cooperative Extension Service.
- N. (Other reasons: Please use space below.)

Sprouting Kit—Interview Request Form

Prior to final selection for training, all Master Gardener candidates meet informally with an Extension Service Agent and/or Horticulture Program Assistant. This meeting gives you the opportunity to visit the Cooperative Extension Service Office (if you've not yet done so), and to meet the Master Gardener Coordinator.

These interviews take only about 15-20 minutes and are scheduled for **June 26 or 28**. Interviews will be conducted **on the hour and half-hour from 9:00 a.m. until 11:30 a.m. and 1:00 p.m. until 3:00 p.m. each day**. Please indicate below the date and time of your choice. Every effort will be made to meet your request. **You will be contacted by Terra Freeman, Horticulture Extension Agent and Master Gardener Program Coordinator, at terraf@ufl.edu; or Joe Kirby, Horticulture Program Assistant, at joedkirby@ufl.edu, to confirm your interview date/time.**

On arrival, please check in with the receptionist at the Extension Office.



Master Gardener Interview Request

Name: _____

Email: _____

Phone Number: _____ Preferred Date: _____

Preferred Time: _____

UF | **IFAS Extension**
UNIVERSITY of FLORIDA



3125 Agricultural Center Dr.
St. Augustine, FL 32092-0572
Phone: (904)209-0430
Fax: (904)209-0431
<http://mastergardener.ifas.ufl.edu>

The History of the Master Gardener Program

The rapid urban growth in many areas of the United States coupled with increased interest in the environment and home gardening have prompted ever-increasing numbers of homeowner questions to County Extension Service agents. Many of these questions are seasonal in nature and are relatively easily answered assuming that one has horticultural training.

In 1972, an innovative Extension Agent in the State of Washington reasoned that well-trained volunteers could respond to many of the everyday homeowner questions freeing him and his colleagues for more technical and difficult problems. Volunteers, such as Extension Homemakers and 4-H Leaders had always been a part of the Extension Service but never in the area of homeowner horticulture. The Extension agent selected, trained, and certified volunteers as Master Gardeners. They soon succeeded in meeting his desired objectives - in fact they exceeded his expectations. This led to the genesis of the Master Gardener volunteer program.

Since that time, the Master Gardener program has grown and is now active in all 50 states. Florida's began in 1979. The program has been a tremendous success and is now active in most of Florida's 67 counties. The Florida Master Gardener Program is sponsored by the University of Florida's Institute of Food and Agricultural Sciences (IFAS) of which the Cooperative Extension Service is a part.

Just what is the Cooperative Extension Service? For a more complete understanding of this unique organization, we must go back to 1862 when the U.S. Congress passed the Morrill Act which established colleges in each state to be financed through grants of land from the Federal government. They became known as "land grant colleges," a name which persists today. These colleges would emphasize teaching practical subjects such as agriculture and home economics. The 1887 Hatch Act provided for experimental stations at Land Grant Colleges to conduct research for those colleges' agricultural problems.

Then in 1914 the Smith-Lever Act created the Extension Service as a part of these colleges as a means of disseminating the practical knowledge gained through agricultural research. The University of Florida at Gainesville is Florida's land grant college; The Institute of Food and Agricultural Sciences (IFAS) is that part of the university which has responsibility for the Cooperative Extension Service.

The term "cooperative" refers to the method by which extension services are funded. In Florida, three cooperating tax sources provide funds: the U.S. Department of Agriculture, the State through legislative appropriations, and the counties through appropriations by county governments. The word "cooperative" also implies a sharing of information generated through sound research programs at the federal and state levels. The term "extension" defines this organization's purpose -- to extend the information generated at the state and federal level to people at the county level in the form of a "service." The Cooperative Extension Service is an informal education organization which provides information in three main areas: agriculture, human and natural resources, and the life sciences.

The motto and goal of the Cooperative Extension Service is "Helping People Help Themselves." Thus, you can see how well the volunteer Master Gardener concept fits into the ultimate objectives and goals of the Extension Service.



POSITION ANNOUNCEMENTS FOR 2017

A. FRUIT TREE AREA (2 slot to fill)

Duties include weeding, trimming, thinning, spraying, fertilizing and other maintenance that fruit trees require.

B. ENTRY BED (3 slots)

Maintain bed around big boulder at main entrance. Emphasis will be on Florida-Friendly design. Duties include producing annuals/perennials from seed, installation and maintenance of gardens.

C. PHONE DESK (10 slots)

Duties include volunteering in the Extension Office on weekday mornings from 9:00 am to noon to answer horticulture related questions from the general public (walk-in and telephone clientele). Additional computer training will be provided to aid in finding information to answer questions. Duties also include testing soil samples in the soil lab. **It is required that each new Master Gardener volunteer at least 2 shifts on the phone desk.**

D. ARBORETUM TEAM (11 slots)

Assist in maintaining arboretum. Established workdays are currently Monday and Tuesday mornings. Duties include weeding, pruning, planting and watering. Once you are familiar with a project you may come in at your convenience.

E. COMMUNITY GARDEN TEAM (3 slots)

Help oversee community gardens and enforce rules of gardens to plot holders. Assist plot holders with garden establishment, composting, pest control, etc. Help plant and maintain demonstration vegetable beds.

F. NURSERY AREA TEAM (3 slots to fill)

Growers are responsible for propagating cuttings, fertilizing and weeding plants under cultivation in the greenhouse and nursery areas.

G. FLORIDA YARDS & NEIGHBORHOODS (2 slots)

Work with the FYN program to encourage Florida-Friendly™ landscaping principles in the community including raising public awareness of water use and minimal impact practices for the environment. Public speaking skills are desirable.

H. WIND MITIGATION BUILDING TEAM (4 slots)

Maintain and expand Florida Friendly™ landscape demonstration garden around the Wind Mitigation Building. Duties include planting, watering, weeding, mulching, etc.

I. MEMORIAL GARDEN TEAM (3 slots)

Maintain and expand area designated as the Master Gardener Memorial Grove. This is a 'white' garden that serves as a remembrance for active Master Gardeners who have passed. Duties include design, plant installation, weeding, mulching, etc.

J. PRUNING TEAM (5 SLOTS TO FILL)

Duties include pruning small trees, shrubs and vines in the Arboretum.