



Master Gardener Extension Volunteer Program

UGA Extension Gwinnett
750 South Perry Street, Suite 400
Lawrenceville, GA 30046-4804
678-377-4010, Fax 678-377-4030
E-mail uge1135@uga.edu

Dear Master Gardener Extension Volunteer Applicant:

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

Applications cannot be accepted after 5:00 p.m., Friday, September 27, 2019

- Enrollment in the program is limited to 25 people.
- Classes begin January 8 and conclude April 1, 2020.
- The training sessions are held on Wednesdays from 9:30 a.m. to 3:30 p.m. Trainees are required to pass a mid-term and a final exam; study sessions are generally available outside class.
- Classes are held in conjunction with Cobb and DeKalb County trainees at the DeKalb County Government Building at 4380 Memorial Drive, Decatur, GA 30032.
- The fee for the 2020 program will be **\$200.00**.
- Fees include the Georgia Master Gardener handbook, classes and lectures by experts, temporary and permanent name tags, classroom supplies and a 'Certificate of Completion' after 50 hours of volunteer time have been completed by the first year.

Please do not send a check with your application form.

The Gwinnett County Extension staff will host an informational Meet and Greet for prospective MGEV's in the 2nd Floor Training Room at 750 South Perry St., Lawrenceville, GA 30046, on Thursday, September 26, from 3:30 p.m. – 5:30 p.m. Please RSVP for this event by email to timothy.daly@gwinnettcountry.com or 678-377-4010. You may bring your completed application to this session.

Applicants will be notified no later than Friday, October 4, 2019, if they have been accepted into the 2020 Master Gardener Extension Volunteer Program for Gwinnett County. Once accepted, the program fee and information for the background screening and motor vehicle record check are due no later than **Friday, October 25, 2019**.

The Georgia Master Gardener Extension Volunteer Program 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 me at the Gwinnett County Extension Office.

Sincerely,

Timothy Daly
Agriculture and Natural Resources Agent
timothy.daly@gwinnettcountry.com
678-377-4011

MASTER GARDENER EXTENSION VOLUNTEER
PROGRAM APPLICATION FOR CLASS OF 2020

Applications due to our office by 5pm, **Friday, September 27, 2019**

Please email, fax or mail your application c/o:

Timothy Daly, ANR Agent; UGA Extension Gwinnett

750 South Perry St. #400, Lawrenceville, GA 30046-4804

timothy.daly@gwinnettcountry.com Phone: 678.377.4011 Fax: 678.377.4030

CONTACT INFORMATION: *(Please print)*

Name: _____ Date: _____

Mailing Address: _____

_____ City State Zip

Home Phone: _____ Cell Phone: _____

Email Address: _____

Current or former occupation: _____

MASTER GARDENER EXTENSION VOLUNTEER PROGRAM (MGEV):

How did you learn about the MGEV Program? *(Check all that applies)*

Flyer _____, Farmers Market _____, Community Event _____, Master Gardener _____ Website _____

Friend/Family _____, Other _____ *(Please explain)* _____

VOLUNTEER EXPERIENCE:

List any previous volunteer work / service you have done in the past. Please specify type of organization and what capacity you were involved.

HORTICULTURAL EXPERIENCE

Do you have any horticultural experience? If so, please share your experience(s):

OTHER INFORMATION

The University of Georgia Extension Office is an educational service to the community. Our role is to inform and help others solve problems. Please list any expertise you may have in the following areas that would help us strengthen our program, such as: *(Please share)*

1. Technical skills using a computer / Smartphone/ Tablet, etc. *(Using various programs such as Email, Word Documents, PowerPoint, Excel, Social Media, Internet-Researching data, computer programming):*

2. Organizing People / Leadership Skills *(Example: supervising groups, coordinating events, leading a project):*

3. Office Procedures / Customer Service *(Example: answering phones, general office skills, customer service):*

4. Working with the General Public *(Example: Community Gardens, Farmer's Markets, Speaker's panel, display booths):*

5. Are you currently a "Friend" of the Gwinnett County Master Gardener Association?
(Please Circle) Yes / No. If yes, list the projects / events in which you may have participated in:

6. Do you speak another language fluently other than English? If so, which language(s)?

7. List other **strengths** you have that may contribute to our program:

VOLUNTEER PROJECTS:

Everyone has talents and experiences. Please look at the following areas of interest and select your top three choices with #1 being your first choice and #3 being your last choice. You may use the back of the form if you need more room for answering the questions.

_____ **PLANT CLINICS AND EXTENSION EXHIBITS** – Throughout the year, the Extension office has educational exhibits at farmers markets, garden centers, festivals, and other events. Volunteers assist in organizing the exhibits, answering gardening questions and providing Extension publications. Please share your experiences. What are your interests?

_____ **SCHOOL, COMMUNITY AND DEMONSTRATION GARDENS** –Volunteers assist in the planning, development and implementation of various school, community and public demonstration gardens. Please share any experience you may have?

_____ **COMMUNICATIONS AND DATA MANAGEMENT**– Volunteers maintain contact with other Master Gardener Extension Volunteers to help with recording volunteer hours, answering phones, photography, developing presentation materials. Volunteers also gather information and material for reports and projects. Do you have any experience in this area?

_____ **HORTICULTURE KNOWLEDGE** – In the Extension office, you will be assisting with answering questions by phone, emails and face-to-face contact with clients. Please discuss previous experiences on how you answered questions and resolved problematic situations:

_____ **PUBLIC SPEAKING** - Would you feel comfortable leading a class or seminar on a subject where you feel knowledgeable? YES / NO

Please describe your background in developing and/or giving educational presentations:

_____ EDITOR & REVIEWER – Extension is working to develop short, simple publications on a variety of horticultural subjects. We need volunteers to help create, edit or review current University based publications and articles. Have you ever written or edited articles for publications? Please share your experience?

_____ INFORMATION TECHNOLOGY - Extension uses computer technology to promote education information on UGA Extension websites, to store and analyze data, and other pertinent tasks. Volunteers with knowledge on website posting, data analyses, and other skills related to computers are needed. Discuss your experience and background with information technology.

Please check the days and times you would be available to perform your volunteer duties:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							

Do you understand the purpose of the ***Master Gardener Extension Volunteer*** program? What are your expectations once you become a Master Gardener Extension Volunteer? You can include life experiences that may enhance this program, how you see your involvement in community outreach, and any special qualities you might bring to the program. Please print legibly or type. (250 words or less) You may use an additional sheet of paper if desired.