

Master Gardener Volunteer Job Description WSU Stevens County Extension

Description of Position

Master Gardeners participate in an extensive training program designed to prepare them to work in Extension programs and the community as a horticulture advisor and resource person. Upon successful completion of the program, Master Gardeners provide research-based information on a wide variety of horticulture issues including plant selection, installation and maintenance; plant problems diagnosis and treatment; environmentally sound gardening practices; pest identification and management; and effective landscaping practices.

Requirements

- Attend orientation session prior to training program.
- Successfully complete Master Gardener Volunteer training program and written exams.
- Be knowledgeable in home horticulture practices.
- Contribute a minimum of 40 hours of volunteer time per year following training. These hours may be performed at our plant clinic and diagnosis center, in workshops, preparing materials for the public and other volunteer activities (see following section on approved volunteer activities).
- Communicate effectively with the public by telephone, personal contact, group contact, and/or written communication.
- Keep accurate written records of volunteer service time and submit them on a regular basis.
- Agree to follow published WSU recommendations for use of home horticulture pesticides (insecticides, herbicides, and fungicides). Refer questions on commercial crop production and pest control to the County Chair.
- Computer experience and familiarity is strongly recommended.

Master Gardener Training Program

Volunteer must complete the required training and volunteer time to be certified as Master Gardener. This program includes:

- Successful completion of the application and screening process.

- Attendance at orientation and all training session. Extensive information is provided at these sessions. Trainees are not expected to commit the information to memory; rather, are introduced to the resource materials in which to find information. The training sessions will provide a basic framework to guide the search for more specialized information.
- Successful completion of open book quizzes and exams.
- Signing of a Pest Control Recommendation Contract to provide chemical and non-chemical control strategies based on WSU publications and other approved references.
- 10 hours of continuing education is required each year. Many opportunities are provided through the Master Gardener Program and/or Extension.

A fee is administered to cover part of the cost of materials provides during training.

Volunteer Activities

Plant Clinic

Answer telephone and walk-in questions regarding horticulture problems and practices. Use a variety of resource materials to identify plant materials, diagnose plant problems, identify insects and insect damage, identify plant diseases, determine incorrect culture practices, etc. Provide appropriate recommendations for treatment and management of horticulture problems. Provide information on sound and effective gardening and landscaping practices. Refer clients to other public agencies when appropriate. Provide information on Extension educational programs and services.

Lectures, Workshops, etc.

Assist at various programs sponsored by Extension to expand the community's knowledge of horticulture. Duties may include setting up and taking down chairs and AV equipment, providing and setting out refreshments, taking money, answering horticultural questions, selling publications, and other functions.

Publications

Participate in the research, writing and publication of brochures, fact sheets, articles or booklets. Master Gardeners may write materials, proof read publication drafts, enter computer data, operate copiers, and perform other duties.

Community Activities

Set up and staff information booths to answer questions and sell publications at garden stores, fairs, meetings, community events, farmers market, and other educational functions.

Presentations/Public Speaking

Develop and give talks and demonstrations on horticulture topics at Extension and community organizations.

Youth Programs

Work with school or youth programs to involve children in gardening. Current programs include 4-H and after school programs.

Adaptive Gardening

Work with seniors and other gardeners with a variety of physical limitations to provide information on garden design, garden safety, garden warm-up exercises, adaptive tools and devices, and strategies for gardeners with specific limitations.

Stewardship Gardening

Assist in educational programs focusing on native plantings, wildlife habitat, water conservation, and other ecological concerns.

Special Projects

As the purpose of the Master Gardener Volunteer program is educational outreach to all segments of the public, Master Gardeners may develop their own project and submit them for approval by the program coordinator. Other special projects may be available at the discretion of Extension staff.

Persons with a disability requiring special accommodations while participating in this program may call WSU Stevens County Extension, 509-684-2588. If accommodation is not requested in advance, we cannot guarantee the availability of accommodation on site.

Extension programs and policies are consistent with federal and state laws and regulations on nondiscrimination regarding race, color, gender, national origin, religion, age, disability, and sexual orientation. Evidence of noncompliance may be reported through your local Extension office.

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