

**OSU Master Gardener™ Veteran
Recertification
2012 Training – Feb. 29-May 30
Wednesdays 9 a.m.-4 p.m.**

OSU Extension Master Gardener™ recertification, as stated in the OSU Extension Master Gardener Program Coordinators' Manual, is defined as: *Completing educational training to further or enhance the individual's skill in the areas of community horticulture deemed important to the OSU Extension Master Gardener Program.*

In order to retain the “OSU Master Gardener” title, individuals must recertify annually. The privilege and responsibility of wearing the “OSU Master Gardener” name badge at public events is reserved for individuals who are current in their recertification.

Why do we require recertification?

As time goes by, we all forget details of diagnosis and appropriate advice. Also, information changes rapidly as new research is presented, and appropriate/available cultural and chemical treatments are ever-changing. The goal is to keep Master Gardeners updated and able to provide high quality and up-to-date advice to the public through the Master Gardener Program.

What are the recertification requirements for Klamath County?

There are 2 options for veteran Master Gardeners to recertify here in Klamath County. You will find them listed below, with details about how the options differ. Before reading on about the individual options, ***please note that BOTH OPTIONS require the following:***

1. Complete 6 or more hours of continued education training through the following:

- Participation in specified classes during the annual Klamath Co. Master Gardener training at the OSU Extension office. These classes will be identified on the class training schedule with an asterisk (*). These classes are of high importance because they support a Master Gardener's ability to properly diagnose plant problems, identify plant pests, and recommend prevention or control options that support OSU Extension's least-toxic approach to pest control.
- Participation in any of a specified set of classes during the annual OMGA Mini-College. Classes should be identified with an asterisk (*) on the registration form.
- Participation in any of a specified set of classes in a county-sponsored advanced training session, such as Winter Dreams/Summer Gardens in Jackson Co. Classes should be marked with an asterisk (*) on the registration form.
- Participation in any other classes approved by the Program Coordinator.

2. **Score 70% or better on the annual open-book, take-home Examination.**
3. **Complete 25 or more hours of volunteer service for educational outreach within the community at events and activities approved by the Program Coordinator. *Please note that this is a 5-hour increase from last year.*** 15 of the 25 hours must be spent serving in the OSU Extension Plant Clinic office or at OSU Plant Clinics at specified community events throughout the summer.
4. **Demonstrate a commitment to diversity and to ensuring equal opportunity for those wishing to benefit from OSU Extension programs and services.**

Klamath County Recertification Options:

Option 1: Classroom Mentor/Unlimited Training Sessions – No fee req'd

OSU is seeking positive, caring, and dedicated veteran Master Gardeners to serve as mentors during the 2012 classroom training. Veterans who serve as mentors can attend the full training at no charge. The idea of the Mentor Program is to provide a welcoming atmosphere for new Master Gardeners from the time they register for the training through graduating from their first year in the program. Mentors are the keystone of a successful program and play a vital role in retention. Mentors will receive additional training and support from the Program Coordinator to ensure their role is understood and that they are able to Mentor effectively. It is preferable that mentors be able to attend as many classes as possible to ensure they are present to provide their mentees with the sufficient support and interaction. Mentor responsibilities include:

1. Attend Mentor orientation in February (TBA).
2. Contact mentee(s) prior to the first class.
 - a. Provide mentee(s) with your contact information and let them know what your role as Mentor is.
 - b. Provide mentee with useful information such as how to get to the Extension office, where to park, what to expect, what to do about lunch etc.
3. Meet mentee(s) at first training class – make them feel welcome.
4. Mentor mentee(s) during first 4 Plant Clinic experiences, at minimum. Work with mentee(s) to schedule these together.
5. Follow-up contact during the training year.
 - a. Contact mentee(s) if they miss more than two consecutive classes.
 - b. Invite mentee(s) to join you at your favorite volunteer event.
 - c. Inform mentee(s) about what to expect during the Graduation ceremony.

Mentors easily meet the continued education requirement for recertification since they attend most of the training sessions. Mentors will be expected to complete 25 hours of volunteer service at the Plant Clinic and other OSU Extension sponsored/approved events (see the previous section for details). Mentors are also required to pass the annual take-home, open-book exam with a score of 70% or higher.

Apply soon! Veteran recertification applications will be accepted through February 15th.

Option 2: Trained Volunteer/Limited Class Sessions - \$10 class fee req'd*

Veteran Master Gardeners who cannot, or do not wish to, commit to being a Mentor, must complete at least 6 hours of educational training. One way of meeting this requirement is by attending at minimum 2, and up to 4, 3-hour sessions during the training. Selected classes approved for continued education purposes are marked with an asterisk (*) on the 2012 class schedule. These classes will support a Master Gardener's ability to diagnose plant problems, identify plant pests, and recommend the most up-to-date control/prevention methods. There is also several resource trainings scheduled throughout the training that veterans are strongly encouraged to attend.

Veteran Master Gardeners choosing this recertification option are expected to complete at least 25 hours of volunteer service in some educational capacity. 15 of these hours should be served in the Master Gardener Plant Clinic answering phones and helping walk-in clients with their gardening questions during regular office hours. The remaining 10 hours may be spent volunteering at a variety of OSU Extension sponsored/approved activities.

Veteran Master Gardeners choosing this recertification option are required to pass the annual take-home, open-book exam with a score of 70% or higher.

Apply soon! Veteran recertification applications will be accepted through February 15th.

Please include the \$10 class fee payment with your application. Checks should be made payable to OSU Extension Service.

**This fee helps cover costs of printing class hand-outs and travel reimbursement for class instructors.*

Dismissal of a Master Gardener Volunteer

A volunteer may be reassigned or dismissed at the sole discretion of OSU Klamath Basin Research and Extension Center. Disregard for the policies and guidelines established by OSU Klamath County Master Gardener™ Program are grounds for dismissal of a Master Gardener Volunteer. Other examples of conduct which could lead to disciplinary action include, but are not limited to: illegal activity; behavior which compromises the health and safety of volunteers, OSU employees, or clientele; being habitually disruptive to the overall program; unwilling or unable to work amicably with agents, program coordinator, and/or volunteer leaders; conduct which is harmful to the Master Gardener program's reputation; or failure to relinquish/rotate leadership roles. The nature and seriousness of the infraction or violation will determine whether the option of reassignment or dismissal should be considered.

Before any official action is taken, the County Extension Agent and/or immediate Extension supervisor should counsel with a volunteer(s) when reassignment or dismissal is being considered. If dismissal is decided by Extension, communication with the volunteer(s) will be done in confidentiality.

Letter of Agreement (please print and return with application)

The Oregon State University Master Gardener™ Program is a voluntary, educational opportunity designed to meet our community's gardening needs. The purpose of the program is to teach interested individuals more about growing plants. Specifically, we aim to provide information and technical assistance about gardening and horticultural practices through qualified, certified volunteers.

In order to keep my certification as an OSU Master Gardener™ current, I am aware that I must meet the following requirements on an annual basis:

1. Select one of the two recertification options (Classroom Mentor or Trained Volunteer).
2. Have my application approved by the Program Coordinator of the OSU Master Gardener™ Program in Klamath County.
3. Complete a minimum of 6 hours of continued education in the field of horticulture.
4. Complete 25 hours of documented volunteer service by October 10, 2012.
5. Pass the annual open-book, take-home exam with a 70% or better.
6. Demonstrate a commitment to diversity and to ensuring equal opportunity for those wishing to benefit from OSU Extension programs and services.

I understand the requirements listed above. I agree to follow all policies and procedures of the Oregon State University Master Gardener™ Program in Klamath County. If for reasons beyond my control I am unable to fulfill my commitment, I will make a voluntary, tax deductible donation of \$10 to the OSU Foundation. I understand it is my responsibility to collect the donation form from the OSU Extension office if I want it for tax purposes. *Please note – this is **not** in addition to \$10 class fee – if class fee is paid, OSU Extension will simply retain it and consider it a donation.*

Signature of Recertifying OSU Master Gardener™

Date

Important: Certified Master Gardener volunteers have an opportunity to join the Klamath County Master Gardener Association (KCMGA) and expand their contributions to the local community by sharing the knowledge they have acquired. The KCMGA sponsors several events throughout the year. It is completely optional to participate in the Master Gardener Chapter activities. The KCMGA is a separate, non-profit organization focused on supporting the OSU Extension Master Gardener™ Program.



Oregon State University Extension Service

Master Gardener™ Program

MASTER GARDENER™ ANNUAL RECERTIFICATION APPLICATION

OSU Klamath Basin Research & Extension Center

Please print

Name: _____

Mailing Address:

City: _____ State: _____ Zip Code: _____

Phone Number(s) (please star (*) the number you would prefer we contact you at):

E-mail address: _____

Select Recertification Option:

() Option 1: Classroom Mentor, Unlimited Class Sessions (No fee)

() Option 2: Trained Volunteer, Limited Class Sessions (\$10 fee due with application)

Please return the Letter of Agreement and Application no later than **February 15, 2012** to the OSU Extension office, 3328 Vandenberg Road, Klamath Falls, OR 97603, ATTN: Jordan Rainwater.

Please retain the first three pages of this document for your records.