

Humboldt/Del Norte UC Master Gardener Volunteer Guidelines

Master Gardeners WILL:

- Wear name badge when engaged in all Master Gardener activities and at monthly in-person meetings.
- Keep and record monthly records of volunteer and CE on the Volunteer Management System (VMS). To be recorded at least monthly.
- Follow best practices as established by State and local program.

Monthly Meetings:

- First Tuesday of each month 6:00pm-8:00pm
- 1 hour consists of Continuing Education
- 1 hour business meeting and social interaction
- Attend in-person or by Zoom

Master Gardeners CAN provide recommendations for:

- Home gardener
- Community gardeners
- School gardens
- Others, with noncommercial gardening questions

Master Gardeners CAN:

- Identify plants and their pests
- Identify beneficial garden organisms (except for mushrooms)
- Identify insects, or other arthropods of importance to personal and public health
- Provide a summary of research-based recommendations
- Recommendations regarding pesticides – only as per published UCCE recommendations
- Provide referrals to poison-control centers
- Provide referrals to the National Pesticide Information Center

Master Gardeners CANNOT provide recommendations for:

- Commercial growers
- Farmers
- Professional landscapers
- Nurseries
- Public facilities groundskeepers
- Public rights-of-ways groundskeepers
- Other commercial or professional operations

In addition, Master Gardeners CANNOT:

- Identify mushrooms and foraging plants
- Provide any type of medical advice for any condition including insect bites, pesticide exposure, toxic plant ingestion
- Advise on medicinal benefits of herbs and other plants
- Make recommendations for products and service providers
- Make recommendations that are not science based
- Instruct on home food preservation
- Instruct on bee keeping and husbandry
- Use MG title for commercial purposes or financial gain.
- Promote personal business while representing themselves as a MG
- Accept payments or gifts while acting as a MG. Service is provided free of charge and payment cannot be solicited. Contributions or honorariums received shall be donated to our MG program.
- Sign any documents on behalf of our program – County Director signs all documents

Our statewide program receives federal funding prohibiting us to provide advice and recommendations for: The cultivation and care of cannabis, including medical marijuana or hemp.



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Volunteer Hours:

- UC MGs are a support group for the UC Cooperative Extension, extending University research-based horticulture information through education. Master Gardeners are not a source of free labor. However, there are exceptions, and only after it has been approved by our county director when submitted by the MG coordinator.
- First year MGs - 50 hours between 7/1-6/30
 - 25 hours must be serving with Virtual Help Desk
- Second year and beyond - 25 hours between 7/1-6/30 yearly

Activities that do not count toward volunteer hours:

- Attendance at monthly MG meetings.
- The first hour of travel time when volunteering for an event. (Everything after 1 hour can be counted as volunteer time.)
- Physical labor unless it is a pre-approved activity.
- Any activity performed for a personal fee.
- Work for garden clubs and horticulture groups.

I have a new activity that I would like to do, how do I get it approved?

- It must be an educational outreach activity
- It must meet UCANR's strategic initiatives and our program goals:
 - Healthier Plants - Increased understanding of plant/people interaction. Appropriate selection, placement, and care of plants. Integrated pest management practices.
 - Healthier Environment – Optimum water use. Improved soil quality. Reduced reliance on pesticides. Reduced green waste going to landfills.
 - Healthier Gardeners – More vegetables and fruits consumed. More positive gardening experiences. Increased gardens in the community.
 - Healthier Community – Increase people gardening. Increase positive experiences. More group involvement. Improved communication skills. Improved cultural understanding.
- [Submit project initiation form](#) to coordinator for approval.

Activities That Do Count Toward Volunteer Hours:

- Activities that have been approved in advance by coordinator.
- Help Desk
- Participating at UC MG sponsored events
- Writing articles/providing pictures for our blog, newsletter, Facebook.
- Preparing leaflets/ outreach materials, (following guidelines). *ALL material must be submitted to the coordinator for approval.*
- Artwork, posters, graphic design, etc. for our program use.
- Time spent on MG committees.
- Administrative help.
- Consultations with the non-commercial public.
- This is by no means a complete list. Please consult the MG coordinator if there are any questions or in doubt about a project being eligible.

Continued Education (CE) Units

- First year MGs – no requirement
- Second year and beyond MGs 12 hours between 7/1-6/30 of each program year.
- Veteran MGs must attend the mandatory 2022 re-orientation. Attendance or make up of missed attendance must be arranged with coordinator. *Requirement for reappointment for 22/23 program year.*

Approved CE Hours (check with coordinator if not listed below)

- CE portion of monthly MG meeting 1 hour (must be in attendance, may not count watching a recording of the meeting)
- MG organized field trips
- Auditing MG Certification training classes (live or recorded)
- Science-based research
- Any UC or other state extension workshops/presentations either live or recorded.

