

**Rutgers Master Gardener of Ocean County**  
**TRANSFER-IN to Program APPLICATION**

**PLEASE PRINT:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE: (H) \_\_\_\_\_ (Cell) \_\_\_\_\_

E-Mail: \_\_\_\_\_

I wish to apply to transfer into the Rutgers Master Gardener (RMG) Program of Ocean County from another RMG program or from another state's Master Gardener Program.

I understand that to be considered for the RMG program of Ocean County, I am required to:

- Be over eighteen (18) years of age.
- Provide a letter of recommendation from previous Master Gardener Program Coordinator, including cumulative hours, years of service and date of leaving previous program.
- Take training classes specific to the RMG of OC program, such as but not limited to: Helpline, Tick ID, Plant Diagnostics.
- Complete yearly volunteer requirements needed to maintain my certification (Annual service hour requirements are: 25 volunteer hours and 10 education hours.)
- Record my completed volunteer and education hours on a website based management system by the end of December of each year to stay certified.
- Read the attached Master Gardener Volunteer Agreement and sign to adhere to the stipulations outlined.
- Be aware, as Certified Master Gardeners, the bulk of opportunities for volunteering are during the business hours of 9:00am to 3:00pm Monday- Friday, except major holidays.
- There is a re-training fee of \$150.00 if you have been out of the Rutgers's or another state's Master Gardener program for 2 or more years.

Please complete the following:

**Emergency Contact Information**

Emergency contact Name \_\_\_\_\_

Relationship \_\_\_\_\_

Emergency Phone number \_\_\_\_\_

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1. Reasons for becoming a Rutgers Master Gardener Volunteer (Circle all that apply)

To help my community

To learn about horticulture

For something to do

To a better gardener

To meet new people

To make better choices for the environment.

Other: \_\_\_\_\_

2. Areas in horticulture that interests you- (Circle all that apply)

Native plants

Edibles- fruit, veggies and herbs

Wildlife

Indoor/ Tropical Plants

Trees/ Shrubs

Sustainable Gardening

Perennials/ Annuals

Community Gardens

3. Level of gardening experience:

Beginner

Intermediate

Advanced

4. Skills in non-horticultural areas (circle all that apply):

Public relations

Writing

Carpentry

Public speaking

Computer skills

Photography

Working with youth

Graphic arts

Design

Other: \_\_\_\_\_

5. Have you ever participated in a volunteer program?      YES      NO

6. Do you belong to a garden club or environmental group?      YES      NO

Should you have any questions, please call the office- 732-505-4563.

I have read the Master Gardener volunteer requirements and agree to adhere to the stipulations outlined.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**RCE MASTER GARDENER VOLUNTEER AGREEMENT**

Name (please print) \_\_\_\_\_

**Position: Master Gardener Volunteer:                      Intern                      Certified                      Educator**

We appreciate your commitment to the RCE Master Gardener program. Your satisfaction and progress in this volunteer position is important to us. Please read the following expectations and indicate your willingness to cooperate by signing the end of this form. This form must be signed and filed with the county Rutgers Cooperative Extension office, and may need updating as volunteer activity changes. Volunteers not adhering to all items in this agreement may forfeit their certification as a Master Gardener volunteer.

**The RCE Master Gardener Program agrees to provide:**

- Philosophy and direction for the Master Gardener volunteer
- Information on state and federal policies that govern RCE and volunteers
- Opportunities for volunteers from all backgrounds
- Assistance, support, encouragement, and motivation
- Educational materials and ongoing training opportunities
- Information regarding coming events and programs
- Recognition for time and effort devoted to volunteer efforts
- Support for all Master Gardener volunteers using due diligence when dealing with the general public's inquiries

**As a RCE Master Gardener, I agree to:**

- Maintain my certification by following and fulfilling all annual requirements
- Support and promote RCE and RCE Master Gardener Program
- Carry out all duties in a responsible and timely manner
- Work cooperatively with RCE faculty, staff, and other volunteers
- Provide quality service to the public
- Conduct myself in a courteous and respectful manner
- Serve as a positive RCE role model
- Welcome volunteers from all backgrounds

***I understand that this agreement will be in effect until it is either rescinded by RCE or I withdraw from active volunteerism within the RCE Master Gardener program of my county, or my RCE Master Gardener Certification lapses.***

X \_\_\_\_\_  
RCE Master Gardener                      Date                      County Agent                      Date

**Media Release:**

***I also acknowledge that the above-named organization has my permission to distribute my quotes, photograph and/or videotape clip as part of its educational and promotional programming efforts. I further acknowledge that my authorization and permission is voluntary and I will not be paid any royalties, fees, or other form of remuneration.***

X \_\_\_\_\_  
RCE Master Gardener                      Date