



UCCE Master Gardener Program of San Diego County

Application for Class of 2025



General Instructions and Requirements

Thank you for your interest in the University of California Cooperative Education (UCCE) Master Gardener Program of San Diego County and Master Gardener Association of San Diego County (MGASDC). We encourage you to make a thoughtful and complete application package that fully represents you. Due to the limited enrollment capacity of the Master Gardener training program, not all applicants will be able to join. We recommend that you attend the Master Gardener Public Interest Forum on Tuesday, August 27, 2024, from 1:00pm to 3:00pm at the Casa del Prado (room 101) in Balboa Park (1650 El Prado, San Diego, CA 92101). Attendance is not required to apply.

Submit your completed application package by email to Leah Taylor, MG Program Coordinator, at applications@mgasdc.org by September 30, 2024. Please include your name in the subject line of your email. Your complete application package must include the completed application form *and* two reference letters. Reference letters allow us to understand your past experiences and skills that may aid you as a Master Gardener. They can be from anyone who knows you and do not need to be formal.

Alternatively, you may mail your application and reference letters to: Master Gardener Association of San Diego County; c/o Leah Taylor, MG Program Coordinator, UC Cooperative Extension; 9335 Hazard Way, Suite 201; San Diego, CA 92123. All mailed application packages MUST BE received by September 30, 2024.

If you are currently a Master Gardener from another county or state and would like to be considered as a transfer into the San Diego Master Gardener organization, please contact Leah Taylor at the email provided above. Include your name and transfer in the subject of your email.

You will receive notifications about your status in the selection process by email, informing you of next steps, as applicable. Acceptance and rejection letters will be sent via US post office.

Requirements to become a UCCE certified Master Gardener in San Diego County:

- Live in San Diego County
- Enjoy volunteering to teach / share with the public research based information on topics of gardening, integrated pest management and horticultural practices
- Willingness to focus on community outreach to educate the public
- Value the concept of 'Life-Long Learning'

If accepted into the MG program:

- Must be fingerprinted and agree to a background check before beginning the program
- If you will be driving as a Master Gardener, you must have a valid driver's license and proof of current auto insurance
- Complete, sign, and adhere to a Code of Conduct / Responsibilities and Rights Form
- Complete and sign a Self-Disclosure Form
- Attend all classes Tuesdays (except the 4th of each month); 8:45am - 2:30pm running 1/7 – 6/17, 2025
- Attend planned field trips, requiring extended hours on those class days, some travel may be necessary
- Pass all exams with a 70% or better score
- Perform 50 hours of volunteer service within the first year of certification
- After the first year, 25 volunteer hours *and* 12 continuing education hours are required for recertification to remain an active MG



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All application packages must be received by September 30, 2024.

Applicant Information (please print legibly)

First Name: _____ Last Name: _____ Pronouns: L _____

Street Address: _____

City: _____ State: _____ Zip: _____

Mailing address (if different): _____

E-Mail: _____

Telephone: _____ Cell: _____

Race / Ethnicity (optional)

White, non-Hispanic American. A person having origins in any of the original people of Europe, North Africa, or the Middle East (except those of Hispanic origin)

Black/African American, non-Hispanic. A person having origins in any of the black racial groups of Africa (except those of Hispanic origin)

Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Latin culture or origin, regardless of race.

Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent or Pacific Islands. This includes people from China, Japan, Korea, the Philippine Islands, American Samoa, India, and Vietnam.

➤ American Indian or Alaskan Native. A person having origins in any of the original peoples of North America or who maintains cultural identification through tribal affiliation or community recognition.

➤ Other (specify): _____

Gender (optional): Male Female Self Describe

How did you find out about the Master Gardener Program?

MG Informational Orientation MG Bookmark MG Website MG Facebook Page

MG Seminar Flyer / Newspaper Friend

Community / Professional / Organization _____

Other (specify): _____



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Applicant Background and Interests:

1. The MG Program is a volunteer, community service organization. Provide examples of your volunteer involvement in your community. Describe specific projects or activities you have initiated or participated in, and the role you played.

2. Tell us why you would like to become a Master Gardener.

3. Have you applied to the Master Gardener Program in San Diego County before? If so, when?

4. New Master Gardener classes meet in person in Kearny Mesa. Select classes will be taught via Zoom. Classes are held Tuesdays (except the 4th Tuesday of each month) from 8:45 am to 2:45 pm starting January 7, 2025, and ending with graduation on June 17, 2025. There will be 4-5 off-site field trips, requiring extended class days. Homework is regularly assigned. Attendance is required at all sessions and field trips. Additionally, new Master Gardeners are required to complete 50 hours volunteer service their first year (ending June 30, 2026.) Each year thereafter, 25 volunteer service hours and 12 continuing education hours will be required. Will you be able to fulfill these requirements? Please indicate any conflicts.



UCCE Master Gardener Program of San Diego County Application for Class of 2025



5. What is your current scheduling availability? Please tell us about your work schedule or other things that may impact your availability.

6. Classroom and MG activities require using a computer. The following skills are required. Check mark those you are able to do.

Able to log in and attend a Zoom meeting

Use email

Capable of searching information on the internet

7. How many years have you gardened? How many of those years were in San Diego County?

8. List any garden training, workshops, or educational classes taken (e.g., college classes, adult education, seminars, self-taught, etc.).



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9. What gardening topics are you the most knowledgeable and interested in? Are you comfortable to share your knowledge with the public?

10. Briefly describe the extent of your personal gardening experience (e.g., growing edibles/ornamentals, composting, pruning, plant propagation, irrigation, construction skills, garden art, etc.).



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11. Indicate which volunteer activities you would likely participate in.

<ul style="list-style-type: none"> <input type="checkbox"/> Community Gardens <input type="checkbox"/> Demonstration Gardens <input type="checkbox"/> School Gardens 	<ul style="list-style-type: none"> <input type="checkbox"/> Teaching Small Groups <input type="checkbox"/> Conducting Workshops <input type="checkbox"/> Teaching Virtual Educational Classes 	<ul style="list-style-type: none"> Authoring Articles for Magazines / Newspapers Fundraising Event Management
<ul style="list-style-type: none"> <input type="checkbox"/> Answering the Public's Gardening Questions 	<ul style="list-style-type: none"> Public Speaking Creating Educational Exhibits 	<ul style="list-style-type: none"> Committee Leadership MG Leadership Role General Administrative Role
Other: _____ _____ _____		

Describe how you would like to participate in the activities you checked and indicate any prior experience.

12. In addition to English, what languages do you speak and write proficiently?



UCCE Master Gardener Program of San Diego County Application for Class of 2025



13. What portions of the county are you interested in volunteering in? This could be but not limited to where you live, or have lived, or have friends or family in, or spend time at community gathering places, or where you have volunteered in the past.

14. The San Diego Master Gardener Association is a non-profit organization that raises funds to support our communities. Which MG fundraising activities would you likely help with?

- | | | |
|---|--|---|
| <input type="checkbox"/> Plan / Chair Seminars | <input type="checkbox"/> Building Birdhouses | <input type="checkbox"/> Corporate/ |
| <input type="checkbox"/> Plan / Chair Home Garden Tours | <input type="checkbox"/> Creating Garden Art | <input type="checkbox"/> Sponsorships/ |
| <input type="checkbox"/> Plan / Chair Plant Sales | <input type="checkbox"/> Propagating Plants | <input type="checkbox"/> Endowments/Donation/ |
| | | <input type="checkbox"/> Recruitment |
| <input type="checkbox"/> Staffing Sales Tables | | |
| Other (specify) _____ | | |

List any previous fundraising activities you have engaged in and your specific role.



UCCE Master Gardener Program of San Diego County Application for Class of 2025



15. For each of the areas below, indicate your level of skill.
Describe your level of proficiency for all items *and* your willingness to use these skills in the MG organization.

	None	Some Skill (& willing to do this as a MG)	Highly Skilled (& willing to do this as a MG)
Google Workspace / Drive			
Online / Slide Presentations			
Database Developer			
Social Media Support			
Website Design / Maintenance			
Video Production			
Video Editing			
Audio/ Visual Support			
Email Management (Constant Contact Program)			
Bookkeeping /Accounting			
Writer			
Graphic Designer			



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16. As a Master Gardener, there will be times when you will be required to advise the public on the use of pesticides as part of an Integrated Pest Management Program as recommended by the University of California Cooperative Extension (UCCE). If your personal views on the use of pesticides differ from these recommendations, would you be able to set your personal philosophy aside and advise the public based on the research information provided by the UCCE?

YES

NO

17. What else would you like us to know about you as a potential Master Gardener? Do you have any hidden talents or hobbies?



UCCE Master Gardener Program of San Diego County Application for Class of 2025



Please submit two (2) reference letters that support your desire to be a successful Master Gardener. These letters should emphasize specific qualifications such as volunteer experience, leadership skills, horticultural / gardening knowledge, and/or organizational activities. Please include each reference’s full name, telephone number, and email contact information so that we may check references.

Agreement

I wish to be considered for acceptance into the Master Gardener training program offered by the University of California Cooperative Extension (UCCE). I understand that if I am accepted, I will become a certified UCCE Master Gardener Program volunteer when I complete the training course and pass a written examination by 70% or better. I understand that in exchange for the training provided by the program, I will perform at least 50 hours of volunteer time with the UCCE Master Gardener Program within one year of being certified. I will attend the training classes, record my volunteer activity online, follow UCCE policies and procedures while acting as a Master Gardener, and agree to a background and fingerprint screening at the beginning of the program. I also agree to complete the forms required for appointment which include: Proof of Driver’s License and Automotive Insurance, Code of Conduct/Responsibilities and Rights, and Self Disclosure Form.

Signature _____ Date _____

In compliance with the California Information Practice Act of 1977, the following information is provided: The information on this form is being requested by the UCCE for use in the Master Gardener Program. The individual completing this form may make inquiries concerning the use of the information collected and may ask to review the form as well as other non-confidential personal information maintained on record by contacting the local UCCE county director, the Master Gardener Advisor or County Program Coordinator or the statewide Academic Coordinator for the Master Gardener Program at: Statewide Master Gardener Academic Coordinator, University of California, DANR NC&MR Office, One Shields Avenue, Davis, CA 95616-8575.

Information on this form is being requested under the authority of the Smith-Lever Act of 1914 covering Cooperative Extension activities and Article ix, Section 9 of the State of California Constitution covering the University of California. Ethic information is required to maintain compliance with Title VI of the Civil Rights Act of 1964 and gender information is requested to maintain compliance with Title IX of the Education Amendment of 1972, Statistical information on this form is being collected to satisfy the U.S. Department of Agriculture Extension Service reporting requirements for Affirmative Action and the Federal Affirmative Action Program Report. Statistical information includes gender, ethnic information and residential location. Submission of the above noted information is voluntary and if the information is not submitted by the source, the County Master Gardener staff may use his or her judgment to complete the information and satisfy federal reporting requirements. Other personal information on this form is being collected to provide the County Master Gardener staff with information to assist in program planning. This information consists of name, address, phone and email in addition to your skill set assessment.

The University of California prohibits discrimination or harassment of any person on the basis of race, color, national origin, religion, sex, gender identity, pregnancy (including childbirth, medical conditions related to pregnancy or childbirth), physical or mental disability, medical condition (cancer-related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or status as a covered veteran (covered veterans are special disabled veterans, recently separated veterans, Vietnam era veterans, or any other veterans who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized) in any of its programs and activities. Inquiries regarding the University’s non-discrimination policies may be directed to the Affirmative Action/Staff Personnel Services Director, University of California Agricultural and Natural Resources, 1111 Franklin St., 6th Floor, Oakland, CA 94607-5200, phone (510) 987-0097.

University policy is intended to be consistent with the provisions of applicable state and federal laws.

The Master Gardener Association of San Diego County supports the University of California Cooperative Extension Master Gardeners of San Diego County.