

Cornell Cooperative Extension

Orange County

**Cornell Cooperative Extension
Orange County**
18 Seward Avenue, Suite 300
Middletown, NY 10940-1919
t. 845 344-1234
f. 845 343-7471
e. orange@cornell.edu
www.CCEOrangeCounty.org

Master Gardener Volunteer Description

CCE Orange County Mission: Cornell Cooperative Extension Orange County enables people to improve their lives and communities by bringing local experience and research-based solutions together.

Title: Master Gardener Volunteer

Location: Orange County, NY

Purpose: Master Gardener Volunteers expand Cornell Cooperative Extension's educational outreach by providing consumer horticulture audiences with unbiased, research-based knowledge and information.

Job Description:

A Master Gardener Volunteer (MGV) is a non-paid volunteer of Cornell Cooperative Extension Orange County who has successfully completed a basic training program provided at the county level and participates in refresher training necessary to maintain an up-to-date, research-based technical background in the general field of home gardening. A MGV serves as a horticulture resource in accordance with the objectives outlined by Cornell Cooperative Extension of Orange County's plan of work. Delivery methods could include participation in gardening workshops, mass media presentations, garden helpline, soil test clinics, speakers' bureau, community projects, gardening demonstrations and/or problem-solving consultation with individual gardeners. Technical content of all information offered shall be based on unbiased, research-based findings.

Qualifications:

- Complete the Master Gardener Volunteer Training Course.
- A basic interest in and/or knowledge of gardening/horticulture.
- Enthusiasm for acquiring and sharing horticultural knowledge and skills.
- Interest in teaching others.
- Ability to communicate, written and orally.
- Knowledge of community structure & resources.
- Support CCE OC Master Gardening Program within the Agriculture Program Area.
- Maintain appropriate records (e.g., volunteer service hours, EPOs, and accident reports).
- Possess a positive attitude and the desire to provide food preservation and food safety education to the community.
- Demonstrate willingness and the commitment to follow through with educational projects and activities.
- Enjoy working with people and the ability to work with a diverse group of people.
- Understanding of Cornell Cooperative Extension's goals and purpose.
- Must be 18 years of age and pass a background investigation and fingerprinting.
- Possess a valid New York State Driver's License and automobile insurance.
- Complete volunteer application, sign volunteer agreement, Code of Conduct and complete background check as necessary.
- Stay up to date on required organization training (i.e. Sexual harassment)

Responsibilities:

- Community service commitment is a minimum of 58 hours of volunteer service per year for the first two years. In subsequent year, contribution of a minimum of 38 hours per year is required.

	First Two Years	Subsequent Years
Community Service	20 hours	15 hours
Garden Helpline / Ask a Master Gardener Table	24 hours	9 hours
Continuing Education	6 hours	6 hours
Monthly Meetings (2 hours each)	8 hours	8 hours
Total # of hours	58 hours	38 hours

- During each of the first two years, Master Gardener Volunteers must assist with at least one Speakers Bureau Programs
- Master Gardener Volunteers must attend at least four Master Gardener Volunteer meetings per year.
- Master Gardener Volunteers may act as representatives of the Master Gardener Program on standing committees, ad hoc committee, and at extension classes and exhibits. They may also serve as an unofficial public relations person in the community for Cornell Cooperative Extension of Orange County.
- Master Gardener Volunteers may be asked to participate in fundraising activities.
- Master Gardener Volunteers must report all volunteer hours.

Benefits

- Satisfaction of serving your community to extend the educational mission of Cornell Cooperative Extension of Orange County
- Extensive training and knowledge in horticulture leading to a deeper understanding of the science and art of horticulture and its allied sciences.
- CCE OC Resources and Network
- Interaction with people in your community with similar interests and talents in gardening and horticulture.
- Professional development and leadership opportunities

Levels of Service

- Inactive Master Gardener Volunteer** – A MGV can request to become inactive for one year. This request will be granted at the discretion of the MGV coordinator. Inactive MGVs are not required to complete any required hours.
- Senior Master Gardener Volunteer** - An MGV automatically becomes a Senior Master Gardener when they have completed 1250 hours of service. Senior MGVs are not required to volunteer for the Garden Helpline / Ask a MG Table and can complete their 21 hours of community service however they choose.
- Emeritus Master Gardener Volunteer** – Any Senior MGV or any MGV who has been an active MGV for ten years can request (written or electronic) to become an Emeritus MGV. As an Emeritus MGV you are welcome to participate in all MGV activities, but you have no hour requirements. Emeritus MGVs are not eligible to serve on the MGV Advisory Committee. Emeritus MGVs are encouraged to report their hours as it helps validate our program.

Term of Service

- Minimum requirement - 116 volunteer hours to be completed during the first 2 years.

Supervisor

Susan Ndiaye

Community Horticulture Educator / Master Gardener Volunteer Coordinator

845-344-1234 (ext. 250)

sgn32@cornell.edu

Building Strong and Vibrant New York Communities

Diversity and Inclusion are a part of Cornell University's heritage. We are a recognized employer and educator valuing AA/EEO, Protected Veterans, and Individuals with Disabilities.

