

Master Gardener Training Application Instructions

There are 3 parts to the application: background information, personal statement and reference. Applications will be reviewed starting November 1. Master Gardener Training typically runs 16 weeks from early March- early June.

Submit the application via the U.S. mail **AND** electronic submission.

via US mail to Roxanne Zimmer, Master Gardeners, 423 Griffing Avenue, Riverhead, NY 11901

AND

via email. Scan pages and attach documents to email. (Photos of text pages are hard to read.) The email SUBJECT LINE: LAST name FIRST name & class year, i.e., Johnson Mary MG2033
Please send to the following email address: **mgvsuffolk@cornell.edu**

If you are also applying for a scholarship, read instructions regarding your application statements. Prior volunteer record, experience with underserved communities, as well as bilingual skills, are a plus.

All course applicants will be **interviewed**. A background check will be conducted by Cornell Extension.

No fees should be submitted now. (Course fees of \$550...\$425 course fee plus \$125 refundable deposit if 125 volunteer hours are met within the first two years of course completion... are due after applicant acceptance.)

We will meet in person for some course content, field trips, and other activities. Master Gardener Training also relies on an electronic 'classroom' for accessing course lectures and materials via a desktop or laptop. Phones are less than ideal for submitting homework assignments.

Any questions? Please send to me at **mgvsuffolk@cornell.edu**



Roxanne Zimmer
Community Horticulture
Cornell Cooperative Extension, Suffolk County

Master Gardener Application **Part 1** Background information

If preferred, you may use a separate sheet of paper for answers 1-5 below.

Name:

Address:

Phone:

Email:

1. Describe your occupational background. If currently employed, what is the flexibility of your schedule?
Full Time, Part Time, Flexible work schedule
2. Level of education completed.
3. List any training or experience in gardening and/or horticulture.
4. Mention any horticultural group affiliations.
5. Engagement or Accommodations. Given expectations of Master Gardener volunteering, describe preference for future volunteer activity, given any considerations. (physical or sensory considerations)
6. Have you ever been convicted of a criminal offense other than a minor traffic violation?
_____ No _____ Yes (If yes) Date(s)

NOTE: *A criminal record will not necessarily bar an applicant. A criminal record will be considered as it relates to the requirements of the volunteer position for which you have expressed an interest.*

I affirm that the statements made on this application are true. I understand that misrepresentation or omission of facts requested is cause for my non-appointment or removal as a future Cornell Cooperative Extension volunteer. If accepted for Master Gardener Training, I authorize Cornell Cooperative Extension of Suffolk County to obtain from all persons, including those not named here, and/or agencies any records, documents, and other information relative to my suitability to perform the duties of a volunteer position. A criminal background check including a sexual offender search will be made. I further release all parties supplying said information from all liability and responsibility arising from their supplying said information. I understand and agree that the Master Gardener Training at CCE for which I am applying, is without compensation or benefits of any kind. I further understand that Master Gardener application does not constitute a contract (either expressed or implied) of employment between myself and CCE. I further understand and agree that if I am offered and accept a volunteer position at CCE, either I or CCE, may terminate the volunteer relationship at any time for any reason or for no particular reason or cause. CCE reserves the right to determine and change its policies and procedures applicable to volunteers at any time for any reason. I understand and agree that any future volunteer position is contingent upon, among other things, my signing the CCE Association Volunteer Agreement and acceptance of the provisions of the CCE Association Volunteer Code of Conduct.

Signature

Date

Master Gardener Application: **PART 2** Personal Statement

The purpose of the Master Gardener Program is education plus actively spreading best gardening practices to the community. Master Gardener Training is designed expressly to enable Master Gardeners who have the time to share these practices in a variety of ways as engaged volunteers. Anyone applying for a scholarship should address specific details in your responses.

Please address the following in your personal statement. You may use a separate sheet of paper.

1. Why are you interested in Master Gardening Training?
2. Describe in detail any prior and current volunteer experience of any kind including the nature of activity and the approximate time commitment per month.
3. **A.)** If you want to join other Master Gardeners maintaining a public Suffolk garden, where might you volunteer? See the attached list of Suffolk Master Gardener volunteer sites/activities. Identify two possible sites where you could volunteer. Why are these of interest? **OR B.)** If you would rather provide gardening education for adult or youth groups, what could you offer?
4. Cornell Cooperative Extension (CCE) Suffolk requires 125 hours of volunteer service in the first two years after training and then 30 hours per year thereafter to remain an active Master Gardener. Given your current schedule, what days of the week are likely available to satisfy the first 125 hour requirement?

Master Gardener Application: **PART 3** Reference Letter

Provide a letter of reference from someone who has knowledge of your ability to work with others or has observed your volunteer activities.

If appropriate, this document is on letterhead from the group represented. Please include with application.

LOCATION	SITE	SITE TYPE	CONTACT	CONTACT EMAIL
Bellport	Chris Hobson & Bill Neal Memorial Community Garden	Community Garden	Joanne Neal	joanneal237@gmail.com
	Lighthouse Mission (Main Office)	Demonstration	Reid Bielecki	bieleckird@gmail.com
Brentwood	Island Harvest (FS)	Community Garden	Cassidy Kirsch	cassidy@IslandHarvest.org
	Long Island Native Plant Initiative (LINPI)	Demonstration	Maggie Muzante	info@linpi.org
Bridgehampton	Good Shepherd Farm	Community Garden	Sandy Ferguson	sandfergus6@aol.com
Central Islip	Ralph G Reed Middle School	School Garden	Ivette Rios	irios@centralislip.k12.ny.us
Center Moriches	Ketcham Inn (FS)	Community Garden Demonstration	Jane Corrarino	janecorrarino@yahoo.com
Centerport	Vanderbilt Museum (FS)	Community Garden Demonstration	Gloria Hall	ghall46@gmail.com
East Hampton	East Hampton Bioswales	Demonstration	Kris Liem	krisliem@earthlink.net
	Share the Harvest Farm (FS)	Community Garden	Joann	joann@sharetheharvestfarm.org
East Quogue	Bay Avenue Native Garden (P)	Community Garden Demonstration	Doria Hughes	doriahughes@aol.com
Great River	Bayard Cutting Arboretum	Demonstration	Doreen Monteleone	doreenmn88@gmail.com
	LI Dahlia Society (Bayard Cutting Arboretum)	Demonstration	Holly Sisti	gardenholly16@gmail.com
Greenlawn	Greenlawn Train Station	Demonstration	Susan Matthews	susmatt3@gmail.com
Greenport	Greenport School Unity Garden (FS)	Community Garden	Sonia Spar	sonia_spar@yahoo.com
	North Fork Audubon Society	Demonstration	Robin Simmen	rlsimmen@gmail.com
Huntington	Robert Kubecka Memorial Garden (FS)	Community Garden	Carolyn Gee	dgfamil@msn.com
Huntington St	Gateway Community Garden (FS)	Community Garden	Madeline Sharrock	631.224.2628
Kings Park	Nissequogue River State Park	Demonstration	Carolyn Gee	dgfamil@msn.com
Medford	LIRR 9/11 Water Conservation	Demonstration	Betty Baran	elbaraness@gmail.com
New Suffolk	The Meadow at the New Suffolk Waterfront (P)	Community Garden Demonstration	Barbara Butterworth	buttergillb@mac.com
Northport	Scudder Park	Demonstration	Suzanne Cassidy	suzatmk@gmail.com
	Veterans Administration Medical Center	Garden Therapy	Michael Gornicki	mgornicki@optimum.net
Peconic	Common Ground (FS)	Community Garden	Veronica Kaliski	v2kay@aol.com
Port Jefferson St	Comsewogue Community Garden	Demonstration	Mary Richardson	mary.richardson.gardening@gmail
Riverhead	CCE: MGVC Committees, SGS, TA	CCE Education	Roxanne Zimmer	rz378@cornell.edu
	Hallockville Museum Farm	Community Garden	Christine Killoran	cakillorin7@gmail.com
	Long Island Horticultural Research (LIHREC)	Demonstration	Carol Brown	brownie@optonline.net
Rocky Point	Rocky Point Historical Society	Demonstration	Edith Mahler	edith2922@gmail.com
Sayville	The Common Ground Park	Demonstration	Amy Bortzfield	amyb7182@gmail.com
Smithtown	Sweetbriar Nature Center	Demonstration	Madelayne Katz	madykat@optonline.net
Yaphank	Isabella & Robert Hawkins House Garden	Demonstration	Patricia McGuigan	pattymcguigan@yahoo.com
	Swezey Park, Butterfly Garden	Demonstration	Patricia McGuigan	pattymcguigan@yahoo.com
	Suffolk County Farm: Children's Garden	Demonstration	Bill Weresnick	billw69194@aol.com
	Suffolk County Farm: Herb Garden	Demonstration	Christine DeSantis	mrtwo1@optonline.com

y: Provisional (P)

Food Security (FS)

Cornell Cooperative Extension Suffolk County

Caroline Kiang Scholarship

Our scholarship, named in honor of the CCE staff member who began and developed the Master Gardener program for over 30 years, is intended to provide equal opportunity, to diversify our volunteer base and enable us to more effectively serve Suffolk communities. Scholarships (valued at \$550) will be awarded to individuals with need and/or who well represent diverse and underserved communities and have a substantial record of volunteer participation. Those who receive scholarships will be responsible for a \$50 registration fee. Also include scholarship form with Master Gardener Training Application.

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- Name
 First Last

Scholarship eligibility

- 1. Financial need. Scholarship recipient's income or financial resources should not exceed \$60,000.
- 2. Recipient from under-represented populations

(Please check all that apply)

- ☐ African American
- ☐ Asian
- ☐ Hispanic
- ☐ Native American
- ☐ Other
- I request consideration for a CCE Suffolk Master Gardener Training scholarship. I certify my eligibility (please initial below) based on the above requirements. If accepted, I understand that I am responsible for paying a registration fee of \$50 to secure my place in the upcoming CCE Suffolk Master Gardener Training Class.

- If accepted in Suffolk Master Gardener Training, I am committed to completing the Master Gardener certification requirements including 125 hours of community service within two years after training completion by volunteering in diverse and underserved communities.

(please initial)

- 2. In your **Application Personal statement**, please address your commitment to volunteerism and public outreach in **serving diverse or underserved communities**. Include information about each of the following in the personal statement:
 - a. **Volunteer History:** What types of volunteer activities have engaged you?
 - b. **Volunteer Reflection:** What did you gain from prior experiences in underserved communities?