

**VIRGINIA COOPERATIVE EXTENSION
MASTER GARDENER VOLUNTEER CONTRACT
CITY OF CHESAPEAKE**

If accepted into the Virginia Cooperative Extension Master Gardener Program, I will:

1. Attend all scheduled training sessions except in the event of a family/personal emergency. Be on time for all classes out of courtesy to the speakers and fellow interns. If I miss a class, I must:
 - a. Notify my mentor prior to class.
 - b. Be responsible for obtaining any class handouts.
 - c. Make up any missed classes and I understand that no more than three (3) classes can be missed.
2. Commit to at least 50 hours of training and minimally 50 volunteer hours providing educational programming as a VCE Master Gardener Intern within one year of the date on this contract. A minimum 20 of those 50 hours will be dedicated to the Help Desk training (some weekday morning hours will be required). The remaining 30 hours may be picked up in any approved project or activity area.
3. Be a chairperson in training for the committee I am assigned based on my application and will continue on as one of the co-chairpersons for that committee.
4. Recommend unbiased, research-based horticulture information approved by Virginia Tech/Virginia State/Virginia Cooperative Extension.
5. Refer questions on home gardening or pesticides for which I have not received VCE Master Gardener training or do not have appropriate reference materials to the Horticulture Agent.
6. Refer all questions regarding commercial crop production or crop pest control to the Extension Agent.
7. Not use my VCE Master Gardener nametag, certificate, or title in direct or implied endorsement of any product or service.
8. Not discriminate on the basis of race, gender, color, ethnicity, national origin, disability, veteran status, age, religion, or socioeconomic circumstances.
9. Acknowledge that I have received explanation of the Virginia Tech/VCE liability coverage for volunteer staff members. I understand that any medical problem arising from volunteer work for Virginia Tech/VCE is my responsibility through my personal health care coverage. If injured while working for VT/VCE, I will file the injury with my personal insurance.
10. Be asked to fulfill an annual commitment of 20 volunteer hours providing educational programming and eight (8) hours of advanced training to remain an active Master Gardener after this initial volunteer agreement.
11. Agree not to bring my child/children to training sessions in order to maximize learning and minimize disruptions

Name (print) _____
Signature _____
Date _____

Coordinator/Agent: Michael Andruczyk, Extension Agent, Horticulture