



August 17, 2023

Dear Volunteer UC Master Gardener Applicant for the Sutter-Yuba Counties, U.C. Master Gardener Program:

Thank you for your interest in the University of California Master Gardener Program. Enclosed you will find an application, a UC Master Gardener Position Description, and a description of the types of volunteer activities in which UC Master Gardeners participate and conduct in service to the local community. Please return the application no later than:

Friday, September 29, 2023 by 5:00 p.m.

**Return the application to the University of California
Cooperative Extension Farm Advisors' Office, 142A Garden
Highway, Yuba City.**

Background

The UC Master Gardeners (MG) of Sutter/Yuba Counties are a group of trained, dedicated volunteers who work as non-paid staff members of the University of California Cooperative Extension. The primary responsibility of a UC Master Gardener is to disseminate horticultural information to the home gardener. All information provided to the public must be based on University of California or other university research. Additionally, a UC Master Gardener cooperates with other Cooperative Extension staff, such as Farm Advisors and UC MG Program Coordinator and Co-coordinators, to help prepare for and organize specific educational events, and participates in the administration of the UC Master Gardener Program.

Selected candidates are committed to public service. Anyone who wishes to advance their career through the UC Master Gardener Program need not apply. UC Master Gardeners will wear name

badges when and only when engaged in official UC Master Gardener activities. The UC Master Gardener title cannot be used for any commercial purposes; the program is strictly volunteer. Payments for services of a UC Master Gardener may be accepted only on behalf of the UC Master Gardener Program.

Selection Process

UC Master Gardener trainees are selected based on a written application and an individual interview.

After submitting your application, we will schedule an interview appointment, which will take place between October 17-19, 2023. The in-person interview will take approximately 20-25 minutes and will take place at 142A Garden Highway, Yuba City. After the interview process is completed, the final selections will be made. The approved applicants will be notified by November 3, 2023.

There is a University of California policy that requires all UC volunteers to be fingerprinted. It will be your personal responsibility to be fingerprinted at the Probation Department of the county you live in. After you have been selected as a trainee, please complete the finger printing process by **January 24, 2024**.

Informational Meeting

You are expected to attend a "Sutter-Yuba UC Master Gardener informational meeting." This one and half hour informational meeting will give you an opportunity to learn more about UC Cooperative Extension, UC Master Gardeners, and to ask questions about our program. It is important that you fully understand what our expectations are and what your commitment to the program will entail. You may find that the program is not what you are looking for.

The **mandatory** "Sutter-Yuba UC Master Gardener informational meeting" will be on **Wednesday, October 25, 2023 at 1:00 PM** at 142A Garden Highway, Yuba City.

This letter is the only notice you will receive about the informational meeting, so please mark your calendar and plan to attend.

Training Program

The UC Master Gardener Training Program will consist of 64 hours of intensive instruction. Classes will be held each Wednesday afternoon (12:45 p.m. to 5:15 p.m.) beginning January 24, 2024, and ending May 8, 2024. The sessions will be located at 142A Garden Highway, Yuba City. Please note that only **one excused absence** will be allowed during the training.

A **training fee of \$180.00** fee is due after your acceptance into the program. This fee will cover the costs of a Master Gardener Handbook, name badge, volunteer insurance for the first year, and other required training materials and expenses. **This fee is non-refundable** as after you have been selected, textbooks and materials will have been purchased for you.

The prospective training topics for 2024 Sutter Yuba UC Master Gardener training will be on the topics of:

- 1) Introduction to Horticulture
- 2) Propagation and Turf
- 3) Plant Pathology
- 4) Vegetable Gardening
- 5) Home Orchards
- 6) Weed Identification and Management
- 7) Soils, Fertilizers and Composting
- 8) Entomology and Insect Identification
- 9) Integrated Pest Management
- 10) Irrigation and Landscape
- 11) Planting and Care of Landscapes and Trees
- 12) Creative Teaching Techniques
- 13) Fire-Wise Planting
- 14) Plant Identification
- 15) Integrated Pest Management for Vertebrates
- 16) Diagnostics Techniques for UC Master Gardeners and Plant Clinics

After completing the training and passing a written exam, you will become a certified University of California Cooperative Extension Master Gardener.

Post-Training Requirements

Within one year of certification, you will be required to complete a minimum of 50 hours of volunteer service in activities mutually agreed upon with the UC Master Gardener Program Coordinator in Sutter and Yuba Counties. You will be mentored by veteran UC Master Gardeners for the first 12 volunteer hours as you conduct office duty or other volunteer events.

Ability to fulfill the volunteer commitment is a major criterion in the selection process. Understanding that there are different areas where you may apply your talents and expertise, we are particularly interested in people who work well with others, and are committed to help us to achieve our program mission.

In addition to the 50 hours of volunteer service in your first year, at least six hours from monthly UC Master Gardener meetings and/or field trips is also required. Once you complete the first year as a UC Master Gardener, 25 hours of volunteer service and 12 hours of continuing education are required to be eligible for reappointment as a UC Master Gardeners.

If you have any further questions, call 530-822-7515. Hope to see you Wednesday, October 25, 2023 at 1:00 p.m. for the Sutter-Yuba UC Master Gardener informational meeting.

Sincerely,

Johnny Yang
Program Coordinator
UC Master Gardener, Sutter-Yuba Counties

Enclosures