

Frequently Asked Questions about Extension Master Gardener Training

What is the Virginia Cooperative Extension? What does it mean to be an Extension Master Gardener?

The Virginia Cooperative Extension (VCE) is a partnership between Virginia Tech and Virginia State University that provides research-based education and resources to improve the lives and communities across Virginia. Extension Master Gardeners (EMG) are trained volunteer educators. They work within their local communities to encourage and promote environmentally sound horticulture practices through sustainable landscape management education and training. EMG volunteers have completed the classroom instruction portion of the training program as well as fulfilled the 50 hours of volunteer hours. Each year after their initial training period, EMGs are required to complete 20 hours of volunteer service and 8 hours of continuing education to remain active.

Why do I need a background check, and what does it entail?

As an Extension Master Gardener volunteer, you are in a position of trust and are required to be screened every three years. A volunteer in a position of trust may work with youth, seniors, those with disabilities, handle funds, or have unsupervised access to facilities. The VCE Extension Agent will initiate your background screen through Better Impact, our volunteer management system. You will receive an email entitled "Invitation from Volunteer Master Program." You will need to open and respond to the survey within 72 hours. Your social security number is required to run a background check. This is a criminal background check only and does not include a credit check.

When and where do classes meet?

The classroom/hands-on training generally runs from late February to mid-May. Classes will be held on Tuesday and Thursday mornings from 9:30 a.m. until 12:30 at the James City County Recreation Center on Longhill Road, Virginia Peninsula Community College on Opportunity Way, or other local horticultural-related venues around Williamsburg and James City County.

Who teaches the Training Classes?

Experts in their field teach classes. Our instructors come from local colleges, Virginia Tech, and regional horticulture experts who run their own agriculture or horticulture businesses. Additionally, we take advantage of our own Master Gardeners, who will guide you through classes such as Pruning and Herbs.

What computer skills do I need?

Students need access to a computer and the internet and know how to use email, search the internet, and navigate Better Impact. You may sometimes require online training through Zoom or other online training platforms. We will train and assist you with our training platforms if needed.

What does it take to complete the classroom portion of the course?

Attend twice-weekly classes and receive at least a 70% on coursework. Coursework consists of open-book assignments completed outside of class.

What happens if I can't attend all the classes?

We request that students miss no more than three classes. We ask you check your calendar and advise your class advisor ahead of time if you will need to miss any sessions so they can schedule make-up training for mandatory/core classes.

Do you offer Tuition Assistance?

A limited amount of financial assistance is available. To request financial aid, please email training@jccwmg.org stating your need and the portion of the course fee you can pay.

What is the refund policy?

Students who withdraw before January 31 are eligible for a full tuition refund. Those who withdraw between February 1 and the day before orientation will receive a 50% refund. No refunds will be issued on the day of orientation or at any point afterward.

When do we start volunteering for projects?

Our goal is to get students out working on approved Master Gardener Projects in March. You will be eligible to start volunteering on Projects after receiving two core training classes and mandatory briefs on Risk Management and Working with Children.

Do I need any special tools or resources?

You will not need anything extra for class other than access to a computer/internet. Once you start volunteering on projects, you will require some of your own gardening tools such as gloves, trowels or hand pruners.

When do I need to get my 50 volunteer hours, and what happens if I don't meet the requirements?

You must acquire 50 volunteer hours by early December of the training year. Upon request and extenuating circumstances, the VCE Agent can extend the time.

Can I volunteer on Master Gardening Projects without taking this course?

No, as a state-sponsored organization, training is required before someone can volunteer. However, our community has other gardening-related volunteer opportunities, such as the Williamsburg Botanical Garden.

What are the requirements after graduation?

To remain active, Master Gardener requires 20 hours of volunteer service and 8 hours of continuing education each year. Our unit has numerous projects and opportunities to earn volunteer hours and continuing education credit.

Where can I find more information about the Master Gardening projects and activities?

[JCCWilliamsburg Master Gardener Association \(jccwmg.org\)](http://JCCWilliamsburgMasterGardenerAssociation(jccwmg.org))