

NDSU Extension Master Gardener Program Commitment Agreement

In exchange for 40 hours of Extension Master Gardener Core Course training provided by NDSU Extension, I will complete my internship by:

- Committing to a minimum of 48 hours of volunteer service over two years, to be completed in the county offering the course, and under the supervision of NDSU Extension
- Providing an annual record of my volunteer service to the NDSU Extension Master Gardener Program using Better Impact, the online reporting software for Master Gardeners

While acting as an Extension Master Gardener Intern or Volunteer, I agree to:

- Act professionally toward other Master Gardener volunteers, interns, Extension personnel and the general public
- Act as a positive role model
- Refer all commercial horticulture inquiries to the Master Gardener Coordinator or NDSU Extension staff
- Provide only research-based horticulture information to the general public from NDSU or other research-based and approved resources
- Recommend and use only NDSU-approved information for any public pesticide, herbicide, fungicide, insecticide, or fertilizer question
- Refrain from giving legal advice
- Refrain from giving recommendations on growing marijuana
- Refrain from giving recommendations on foraging for mushrooms
- Follow all applicable federal, state, county, NDSU, and NDSU Extension policies, regulations, and laws
- Avoid conflict of interest
 - Master Gardener status will not be used to promote commercial activity or private business
 - Volunteer's efforts for their place of employment during working hours will not be considered as volunteer service to NDSU Extension Master Gardener unless pre-approved by the Master Gardener Coordinator
 - Volunteer's efforts on behalf of family members will not be considered as volunteer service to NDSU Extension Master Gardener
- Act in accordance with the highest standard of ethics:
 - Not physically, verbally, or sexually harass/abuse anyone
 - Refrain from illegal or unsafe behavior
 - Not discriminate against anyone with regard to race, color, religion, national origin, gender, sexual preference, age, or disability
 - Not consume alcohol, use marijuana, or illegal substances while representing NDSU Extension

While acting as an Extension Master Gardener, I understand the following:

- Volunteering is a privilege, not a right. I understand that I serve at the request of NDSU Extension and that request can be withdrawn at any time.
- NDSU Extension Master Gardeners are held to high professional standards. Behaviors in direct conflict with this document or other federal, state, county, and program policies will result in disciplinary action and could result in dismissal from the program.
- Once certified as an Extension Master Gardener, 20 hours of volunteer service and 10 hours of continuing education must be submitted annually through the online reporting system, Better Impact. Certification and all included benefits are renewed annually by submission of aforementioned volunteer hours. This process keeps EMG skills honed and education updated.

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Photo Release

The program will record the Fargo classroom session. This means you may be captured on video/audio. The program often photographs group trips, meetings, and volunteer activities for documentation and marketing. Photographs may be used on websites and our private Facebook group, or in newspaper, newsletter, or other MG materials.

Further, photos you take at events are always welcome! If you send photos via email you are giving consent to NDSU Extension Master Gardener to modify and/or use the photo(s), naming you as creator on websites and our private Facebook group, or in newspaper, newsletter, or other MG materials.

Making course fee payment with NDSU Extension Master Gardener includes permission to photograph you and use your image, or images you take and submit, in publicity materials *unless you inform the photographer or event coordinator that you wish to not have your photo taken.*

Background Check

NDSU Extension conducts background checks on all volunteers using a third-party vendor. Acceptance into the program is contingent upon creating an account with this vendor, providing your social security number, address, and birthdate and passing an initial background check. Background checks are repeated every three years for all active program members.

Reporting Software

The NDSU Extension Master Gardener Program uses Better Impact as its volunteer hours reporting software. All interns must create a profile in Better Impact. All volunteer hours and continuing education hours will be reported in this system.

In remitting the Core Course fee (\$250) I confirm I will meet the NDSU Extension Master Gardener Program requirements and expectations for course completion and volunteerism as defined above.

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NDSU Extension and NDAES are committed to providing equal access. Persons with disabilities who require alternative means of communication for program information (e.g., braille, large print, audiotape, American Sign Language) or other accommodations related to disability may request them at 701-231-1865. Advance notice of two weeks is preferred to allow adequate planning.