Memorandum of Agreement

The mission of the Arizona Cooperative Extension is to provide educational leadership impacting critical social, economic, agricultural and environmental issues.

The mission of the Master Gardener Program is to provide horticulture information and training to the gardening public, based on University of Arizona research specific to low desert climate, soils, and plant materials.

This agreement is intended to indicate the seriousness with which we treat our volunteers. The intent of the agreement is to assure you both of our deep appreciation of your services and to indicate our commitment to do the very best we can to make your volunteer experience here a productive and rewarding one.

In the capacity of a Master Gardener volunteer, I understand and agree:

• to disseminate University of Arizona horticultural information to all who request it, without regard to sex, race, religion, color, national origin, age, Vietnam Era Veteran's status, or disability.
• to only provide horticultural information endorsed and sanctioned by the University of Arizona and Maricopa County Cooperative Extension.
• to comply with training, documentation, certification and re-certification requirements, as delineated in the Master Gardener Program Policy.
• to provide my own transportation and pay my own expenses incurred as part of official volunteer activities (expenses may be tax deductible with proper documentation).
• to refrain from using alcohol or drugs while participating in volunteer activities, volunteering while intoxicated, or possessing any weapons during volunteer activities.
• to cooperate with and support staff members to jointly further our mission and the objectives of the Master Gardener Program.
• to cultivate and uphold a trustful relationship with staff and volunteers, and consistently exhibit a professional manner to staff, volunteers, and the public.
• to use the title of Master Gardener as it is intended: to signify a highly trained individual actively volunteering with the Master Gardener program. I understand that my status as a Master Gardener and that the Master Gardener Program are subject to the complete discretion of the University of Arizona Cooperative Extension, and that I, as a volunteer in the program, may be reassigned and/or terminated at any time for any reason or for no reason.
• that the Arizona Board of Regents will retain the copyright to all materials or intellectual property I may produce in my capacity as a Master Gardener volunteer.
• to abide by the spirit of the above rules in order to maintain my status as a certified Master Gardener volunteer.

I further understand that the University of Arizona Cooperative Extension will:

• disseminate University of Arizona horticultural information to all who request it, without regard to sex, race, religion, color, national origin, age, Vietnam Era Veteran's status, or disability.
• support the Master Gardener Program volunteers.
• provide equipment, training, supervision and direction to volunteers.
• communicate expectations and responsibilities of the program to the volunteers.
• re-assign and/or terminate, if necessary, in its complete discretion, any volunteer.
• uphold and cultivate a trustful relationship between staff and volunteers.

I have read and understand this memorandum of agreement, and the Master Gardener Program Policy, and further agree to abide by the conditions of this memorandum until it is revoked or revised.

Name (please print)

Signature Date

Please retain a copy of this agreement and the Master Gardener Program Policy for future reference.

Form Updated 10/14/04 W:\UrbanHort\Master Gardener\MG PROGRAM\MG Training\MG Initial Training\Application Workshop\Handouts\MEMOAGRE6.wpd