

To retain the Rutgers Certified Master Gardener status, a minimum of 25 hours of annual volunteer service and 10 hours of annual continuing education must be completed. Submission of a regularly updated record of all volunteer activities and continuing education hours is required and due in January for the previous year. Below is a description of both activities. Rutgers Cooperative Extension is referred to as RCE, and Master Gardeners of Bergen County if referred to as MG of BC.

Volunteer Hours

I Eligible Volunteer Hours Approved by Rutgers –

1. Approved volunteer sites promoted by the RCE or MG of BC
2. Approved projects and events promoted by the RCE or MG of BC
3. Tasks and Duties of the MG of BC Board, Committees, Ad Hoc Committees and Liaisons
4. Tasks administered by RCE Agricultural Agent Joel Flagler

Continuing Education Hours

I Eligible Education Hours Approved by Rutgers –

Rutgers Master Gardener Policies & Procedures document defines education hours as:
Continuing Education – To maintain Rutgers Certified Master Gardener status, as approved by the supervising County Agent and/or County Master Gardener Program Coordinator, continuing education opportunities may include:

1. In-depth core or elective curriculum presentations
2. RCE Master Gardener Spring Helpline Training Course
3. RCE Master Gardener Fall Conference educational presentations
4. County RCE sponsored continuing education sessions (Joel Flagler's MG Classes or 4H Sessions)
5. RCE sponsored in-service training (Joel Flagler's training session for farmers, landscapers etc.)
6. Rutgers Office of Continuing Professional Education short courses
7. Auditing or attending horticulture or environmental classes at the adult education or college-level, with the prior approved of the local Master Gardener coordinator
8. Educational opportunities outside of Rutgers University, as per the prior approval by the supervising County Agent and/or County Master Gardener Program Coordinator

II Eligible Education Hours Approved by Joel Flagler –

All presentations must be verifiable, scheduled and a minimum of 45 minutes in duration. A presentation is a SCHEDULED lecture, demonstration, guided tour or workshop exclusive of volunteer hours. In order to receive continuing education credits you must be the recipient of information or training. If you are the presenter of information or training then you receive volunteer hours for your work.

Attendance at the following venues will fulfill continuing education credit hours:

1. Master Gardeners of Bergen County (MGofBC) monthly meetings with the exception of the MG holiday party and MG picnic.
2. Garden club or other garden and horticultural society lectures.
3. Presentations by the MGofBC Speakers Bureau.
4. Scheduled presentations at any Master Gardener site or botanical garden.
5. Webinars given by all Cooperative Extension offices.
6. Scheduled presentations by professional landscape organizations, such as the Association of Professional Landscape Designers (APLD) and New Jersey Landscape Contractors Association (NJLCA)
7. Scheduled presentations by green organizations e.g. The New York-New Jersey Trail Conference that focus on a specific horticultural or environmental topic.
8. Scheduled docent led tours at environmental or horticultural centers.
9. Current Master Gardeners Class to reinforce knowledge.
10. Scheduled presentations at commercial venues such as: Wild Birds Unlimited, Bill Kolvek's Nursery, Matterhorn Nursery.

III Ineligible For Education Hours –

Crafting, Cooking, Flower arranging, Home decorating and Home garden tours.

Any of the above ineligible items may be eligible if they are used in horticultural therapy settings or in the education of children.