

June 19, 2014

Historic Rivers Chapter



PO Box 5026
Williamsburg, VA 23188

**Historic Rivers Chapter
Virginia Master Naturalist
Information and Application Form
For Cohort IX
(Fall 2014 – Winter 2015 Training Class)**

This document includes:

1. Information letter about Historic Rivers Cohort IX Training Class – pages 2 – 4
2. Application Form – pages 5 – 7. Please print out 3-page Application Form, complete by hand, and mail to address on form.

June 11, 2014

Historic Rivers Chapter



PO Box 5026 Williamsburg, VA 23188

Dear Citizens:

The Historic Rivers Chapter of the Virginia Master Naturalist Program is accepting applications for its Cohort IX training class, which will begin Tuesday, September 2, 2014, and end by March 11, 2015.

Most training classes will be selected Tuesday nights (and two Monday nights), 6 – 9 p.m. at the Human Services Building, 5249 Olde Towne Road in Williamsburg, and selected Saturdays (and one Sunday afternoon) for field trips. See the schedule on page 2. Note dates are subject to change.

The Virginia Master Naturalist Program is a statewide corps of volunteers who provide education, outreach, and service dedicated to the beneficial management of natural resources and natural areas within their communities. Interested Virginians become Master Naturalists through training and volunteer service.

People who are curious about nature, enjoy the outdoors, and want to be a part of natural resource management and conservation in Virginia are perfect candidates to become Virginia Master Naturalists.

The process for becoming a certified Virginia Master Naturalist typically takes 6 to 12 months. To become a member of the Historic Rivers Chapter, you must complete the basic training course. To become a Certified Virginia Master Naturalist, you must complete an additional 8 hours of Continuing Education plus 40 hours of Volunteer Service by December 2015.

Enrollment is limited to 25 applicants and will be accepted on a first-come, first-serve basis. Tuition, which includes all materials and instruction, is \$150. The annual Chapter membership fee is currently \$25. The dues for 2015 can be paid between January 1 and March 11, 2015.

To apply, please complete the application below and send it with \$150 tuition (cash or check made payable to the Historic Rivers Chapter, Virginia Master Naturalists) to:

Historic Rivers Chapter
Virginia Master Naturalists
PO Box 5026
Williamsburg, VA 23188

Virginia Master Naturalist programs are open to all, regardless of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, genetic information, marital, family, or veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer.

Here are the specific requirements of our Historic Rivers Chapter Basic Training:

1. We **expect** you to attend every class and field trip. Still, “life happens.” You may miss two classes and one field trip and still graduate from Basic Training. Plus you must meet the requirements on page 4. See specific dates below, but keep in mind that dates may change.
2. You **must** be able to send and receive documents by email. A great deal of communication in this class is by email so plan to check email daily and respond as necessary. (A high-speed Internet connection is highly recommended. A GMail account is preferable – it works best with our listserv although others work too.)
3. You **must** be able to open PDF documents. (Adobe PDF Reader is free and safe to download from: <http://www.adobe.com/>)
4. You **must** be able to open, print, and prepare documents in **Microsoft Word**.
5. You **must** be able to do research on the Internet.
6. You will be expected to do work and research outside of class.
7. A short open book quiz, distributed by email, may follow each class session. You **must** complete and return the quizzes by the due date. These quizzes are not graded.
8. An open book final exam, distributed by email, will follow at the end of Basic Training. You **must** achieve 70% on the final exam to continue in the program.

Most (but not all) training classes will be selected Tuesday nights at the Human Services Building, 5249 Olde Towne Road in Williamsburg.

Unless otherwise noted, evening classes begin promptly at 6:00 p.m. and end before 9:00 p.m. The 2014 – 2015 specific training dates are below. NOTE: dates are subject to change.

All classes are 6 - 9 pm.

September 2014: Tuesday, September 2; **Monday**, September 15; and Tuesday, Sept 30

October 2014: **Saturday**, October 4; Tuesday, October 14 and 28

November 2014: Tuesday, November 11 and **Monday**, November 17

December 2014: Tuesday, December 9

January 2015: Tuesday, January 6 and 20

February 2015: Tuesday, February 3 and 17; **Saturday**, February 21

March 2015: Wednesday, March 11, 2015 – Graduation from Basic Training

NOTE about Field Trips: Five Saturday/Sunday (afternoon) field trips will be scheduled over the period September to February. Dates are “to be determined” and will be finalized prior to Basic Training.

Virginia Master Naturalist programs are open to all, regardless of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, genetic information, marital, family, or veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer.

Here are the topics for the Cohort IX training (subject to change):

Introduction to Virginia Master Naturalist Program; Nature of Naming	Wetlands Ecology Field Trip	Field Trip to New Kent Forestry Center – Forest Conservation & Management
Risk Management Training Biology Basics	Geology of VA & Geology Field Trip	Ornithology
Citizen Science, Scientific Methods, Field Methods	Entomology	Freshwater Ecology & Winter Botany Field Trip
Habitats	Mammalogy	Fishes of Virginia-Ichthyology
Plant Biology	Meteorology/Climate	Butterflies
Dendrology and Bees	Herpetology	Ecology

In addition to these classes, you are required to:

1. Attend at least two hours on at least one bird walk with either the Williamsburg Bird Club or the Hampton Roads Bird Club. You will receive information about these opportunities early in the program.
2. Attend at least two hours on at least one native plant walk with a chapter of the Virginia Native Plant Society. The local John Clayton Chapter leads 1 – 2 walks per month in the fall (sometimes more). You will receive information about these opportunities early in the program.
3. Attend at least one program **in person** in the series “VIMS After Hours” presented the last Thursday most months at VIMS in Gloucester Point, VA. You will receive information about these opportunities early in the program.
4. Attend at least one meeting of the Historic Rivers Chapter Board, which meets the first Wednesday of each month.
5. Write a short biography of a noted naturalist/scientist. You will receive information about this requirement early in the program.

If you have questions, please contact Roger Gosden, roger.gosden@gmail.com

Information about the program is also available at the statewide Virginia Master Naturalist website, <http://www.virginiamasternaturalist.org>. You may learn more about the Historic Rivers Chapter at our web site: <http://www.historicrivers.org/index.html>

Thank you for your interest in our program.

Sincerely,

Roger Gosden on behalf of the Basic Training Committee
Historic Rivers Chapter, Virginia Master Naturalists

**Historic Rivers Chapter
Virginia Master Naturalist Program
Volunteer Information and Basic Training Enrollment Form**

Cohort IX: Fall 2014 – Winter 2015

A. GENERAL INFORMATION *(please print)*

Name: _____
(Last) (First) (Middle Initial)

Mailing Address: _____
(Street, Box, Route, Apt #) (City) (State) (Zip)

County or Independent City of Residence: _____

B. CONTACT INFORMATION *(please print)*

Phone (please indicate which phone number is preferred):

Home: _____ Mobile: _____ Business: _____

E-mail: _____ *(print clearly)*

Emergency Contact: Name _____ Phone: Day _____ Evening _____

C. DEMOGRAPHIC INFORMATION *(Optional, for record keeping purposes only)*

Gender: Female
 Male

Race:
 White
 African American
 American Indian
 Hispanic
 Asian
 Multi-Racial

Date of birth: _____ Highest level of education: _____

How did you learn about the Historic Rivers Chapter Virginia Master Naturalist training? _____

Virginia Master Naturalist programs are open to all, regardless of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, genetic information, marital, family, or veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer.

D. TWO REFERENCES

1. _____

(Name)	(Phone: day & night)	(Relationship)	
(Street, Route, Box, Apt #)	(City)	(State)	(Zip)

2. _____

(Name)	(Phone: day & night)	(Relationship)	
(Street, Route, Box, Apt #)	(City)	(State)	(Zip)

E. DRIVING INFORMATION

	Yes	No
Do you have a current and valid driver's license? If yes, issued in the state of _____	<input type="checkbox"/>	<input type="checkbox"/>
Do you currently have the minimum vehicle insurance coverage as required by the Commonwealth of Virginia?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a current commercial driver's license (CDL)?	<input type="checkbox"/>	<input type="checkbox"/>

F. BACKGROUND INFORMATION

(This information will be kept in a confidential manner and accessible only to authorized personnel. A "yes" answer does **not** automatically exclude you from becoming a registered volunteer.)

Have you ever had any **criminal convictions** related to:

	Yes	No
a. alcohol or drug abuse?	<input type="checkbox"/>	<input type="checkbox"/>
b. child abuse or neglect?	<input type="checkbox"/>	<input type="checkbox"/>
c. spousal abuse?	<input type="checkbox"/>	<input type="checkbox"/>
d. elder abuse or neglect?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever been convicted of any violation(s) of law?	<input type="checkbox"/>	<input type="checkbox"/>

If volunteering for a position that requires the operation of a vehicle, have you been convicted of any moving traffic violations within the last 5 years? Yes No

If "yes" to any of the above, please describe. Use a separate sheet if necessary.

I understand that records and criminal background or reference checks may be conducted on me at any time during the application process or during volunteer service for the Virginia Master Naturalist Program.

Signature, Volunteer

Date

G. VOLUNTEER AGREEMENT

1. I understand that I am a volunteer for the Virginia Master Naturalist Program and will receive no financial compensation or benefits for assistance rendered in any capacity.
2. I agree to abide by all policies and procedures of the Virginia Master Naturalist Program and its sponsoring agencies.
3. I understand that I am responsible for my personal injuries and illness while participating in this program, and that I will hold the program and all joint and sponsoring agencies harmless. I understand that my chapter adviser may file a claim for my injuries with the Virginia Division of Risk Management. If accepted, I understand that I or my insurance company may be fully or partially reimbursed. I understand that a claim filed with the Virginia Division of Risk Management does not guarantee acceptance or reimbursement.
4. I understand that Virginia Master Naturalist programs are open to all, regardless of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, genetic information, marital, family, or veteran status, or any other basis protected by law.
5. I shall not pass teaching materials, quizzes, exams, or other Historic Rivers Basic Training Curriculum materials to third parties, including future members of the Virginia Master Naturalist Program at any chapter in Virginia, without permission of the Board of the Historic Rivers Chapter.
6. I have read and understand the requirements for becoming a Certified Virginia Master Naturalist in the Historic Rivers Chapter (pages 2, 3, 4 of this application package).

Signature, Volunteer

Date

H. MEDIA RELEASE

Virginia Cooperative Extension, the Virginia Master Naturalist Program, and the Historic Rivers Chapter periodically use photographs or video or audio footage or testimonials of program participants for local, regional, or state publicity or educational purposes. By my signature on this Volunteer Information form, I acknowledge receipt of this document and give permission for Virginia Cooperative Extension, the Virginia Master Naturalist Program, and the Historic Rivers Chapter to use such reproductions for educational and publicity purposes.

Signature, Volunteer

Date

Please print this 3-page application form, sign it in the 3 fields indicated, and return it to:

Historic Rivers Chapter, Virginia Master Naturalists
PO Box 5026
Williamsburg, VA 23188

Along with your application, you must include the \$150 fee in the form of cash or check made payable to the Historic Rivers Chapter, Virginia Master Naturalists. We cannot accept credit cards at this time.

We recommend that you maintain a copy of your completed application. You will receive confirmation of your enrollment by email or phone call.

The Virginia Master Naturalist Program is sponsored jointly by Virginia Cooperative Extension, the Virginia Department of Conservation and Recreation, the Virginia Department of Forestry, the Virginia Department of Game and Inland Fisheries, the Virginia Department of Environmental Quality, and the Virginia Museum of Natural History.

Virginia Master Naturalist programs are open to all, regardless of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, genetic information, marital, family, or veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer.