

June 1, 2015

Historic Rivers Chapter



PO Box 5026
Williamsburg, VA 23188

Historic Rivers Chapter Virginia Master Naturalist

Information and Application Form For Cohort X

(Fall 2015 - Winter 2016 Basic Training Class)

This document includes:

1. Information letter about Historic Rivers Cohort X Training Class – pages 2 - 5
2. Application Form – pages 6 - 8. Please print out 3-page Application Form, complete by hand, and mail to the address listed on the form.

June 1, 2015

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 X training class, which will begin Tuesday, September 1, 2015, and end March 9, 2016.

Most training classes will be selected Tuesday nights, 6 – 9 p.m. at the Human Services Building, 5249 Olde Towne Road in Williamsburg, and selected Saturdays for field trips. See the schedule on pages 3-4. 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 2016.

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 2016 can be paid between January 1 and March 9, 2016.

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

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

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. See individual dates below; please keep in mind that dates may change.
2. Attend at least two hours on at least one bird walk or bird club field trip, with either the Williamsburg Bird Club or the Hampton Roads Bird Club. You will receive information about these opportunities early in the program.
3. 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.
4. Attend at least one program, **in person**, in the series “VIMS After Hours” presented the last Thursday of most months at VIMS in Gloucester Point, VA. You will receive information about these opportunities early in the program.
5. Attend at least one meeting of the Historic Rivers Chapter Board, which meets the first Wednesday of each month.
6. Develop/Write and present as a group, a biography of a noted naturalist/scientist. You will receive information about this requirement early in the program.
7. A short open book/notes quiz, distributed by email, may follow each class session (to be announced). You must complete and return the quizzes by the due date. These quizzes are reviewed but are not graded.
8. An open book/notes final exam will be distributed by email, during the last several weeks of the program. You must achieve 70% on the final exam in order to graduate from the program.

Most training classes will be held on 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 2015-2016 specific training dates are below. Dates are subject to change. Note: September 2015 and February 2016 will include Saturday classes (different from field trips).

Basic Training Classes (dates are subject to change):

September 2015: Tuesday, September 1; Tuesday, September 15; Saturday, September 26; Tuesday, September 29 (plus one field trip)

October 2015: Tuesday, October 13, Tuesday, October 27 (plus one field trip)

November 2015: Tuesday, November 10 and Tuesday, November 17 (plus one field trip)

December 2015: Tuesday, December 1 (plus one field trip)

January 2016: Tuesday, January 5 (plus two field trips)

February 2016: Tuesday, February 2, Saturday, February 6, Tuesday, February 16, and Saturday, February 20

March 2016: Wednesday, March 9, 2016– Graduation from Basic Training

Basic Training Field Trips:

Six Saturday (Sunday as needed) field trips will be scheduled over the period September to February. Dates are “to be determined” and will be finalized prior to Basic Training.

Below are the topics for the Cohort X basic training (subject to change):

Introduction to Virginia Master Naturalist Program Nature of Naming	Dendrology	Field Trip to New Kent Forestry Center – Forest Conservation & Management
	Plant Biology & Native Plants	
Evolution and Biology Basics	Habitats	Ornithology
		Naturalist Presentations
Building Master Naturalist Skills (Risk Mgmt., Citizen Science, Field Methods)	Geology and Fossils of VA & Geology Field Trip	Freshwater Ecology/Macroinvertebrates & Winter Botany Field Trip
Wetlands Ecology Field Trip	Cultural Archeology Field Trip	Fishes of Virginia-Ichthyology
Butterflies Field Trip	Herpetology	Mammalogy
Entomology	Climate and Weather	Ecology Concepts

Tips for Navigating through Basic Training:

1. You must be able to send and receive documents by email. A great deal of communication in the basic training program is done by email. It will be important for you to check email daily and respond as necessary. A Gmail account is preferable-it works best with our chapter’s listserv, however, other email accounts work, too
2. You must be able to open PDF documents (Adobe PDF Reader is free and safe to download from: <http://www.adobe.com/>)
3. You must be able to open, print, and prepare documents in Microsoft Word (compatible)
4. You will be expected to do work and research outside of class
5. You will be expected to do research on the Internet

If you have questions, please contact Jennifer Trevino, jbktrevino8@cox.net or Sharon Plocher, sharonjp4@cox.net.

Information about the program is also available at the statewide Virginia Master Naturalist website, <http://www.viriniamasternaturalist.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,

Jennifer Trevino and Sharon Plocher, 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 Application/Enrollment Form
Cohort X: Fall 2015 – Winter 2016**

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?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, issued in the state of _____		
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
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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. Basic Training activities are intended for enrolled Basic Training members only.
7. I have read and understand the requirements for becoming a Certified Virginia Master Naturalist in the Historic Rivers Chapter (pages 2, 3, 4, 5 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 a 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.