

Master Gardener Program

WSU Master Gardener Screening Interviews

1. Have one volunteer to be the leader of each session. This person will direct the “action” starting with introduction and the activity below. The others can take turns asking the questions listed. Address one question to each applicant in turn so that all will answer the same questions. The “leader” can help make this go smoothly and dismiss the group at the end of the questions.
2. Be sure to write the **applicant’s name, your name, and the date and time** on this form. Where applicable, rate the applicant’s answer to each question. For most questions, space has been left for you to make additional comments after you rate her/his answers. Please print or write legibly on the forms.
3. While it’s nice to keep the sessions friendly, you should rate each of the candidates as indicated at the end of the form. If you feel a candidate should be rejected, you should be very clear on your reasons for rating them low and why they are not acceptable.
4. **You must not ask age, marital status, children, race, religion, or sexual orientation. Avoid any personal questions other than those on the interview sheet that are pertinent to the candidate’s gardening experience and ability to participate in the program.**

Warm-up Activity

Have the new people take five minutes by themselves and find three things they all have in common and one thing about each of them that’s unique. Similarities can be simple things like the same color hair, all wearing corrective lenses, or have dogs as pets, etc. They don’t have to be garden related. After five minutes have the group share what they found out about each other. While they are doing the activity, take the five minutes to discuss how your group will handle the interviews, such as who will go first, rotation of questions, etc.

Alternative Warm-up Activity

Ask participants to share their first garden memory? (Grandmother’s flowers, first vegetable garden, etc.)

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WSU Master Gardener Screening Interviews Ranking Sheet

Candidate Name:

Date:

Time:

MG Name: (interviewer)

You must not ask about age, marital status, children, religion, or sexual orientation. Avoid any personal questions other than those outlined below that are pertinent to the Candidate's gardening experience and interests.

Indicate your ranking of the Candidate's answers as: Exceptional = 5; Acceptable = 3; Unacceptable = 1

1. Why do you want to become a Master Gardener?	5	4	3	2	1
2. How long have you lived in this area?	5	4	3	2	1
3. Are you an experienced gardener?	5	4	3	2	1
4. Do you have a specialized area of gardening interest or expertise? (Such as water gardening, insects, composting, perennials, native plants, ornamental grasses, etc.)	5	4	3	2	1
5. Do you have any special skills outside of gardening that might be helpful in the Master Gardener program? (Such as drawing, drafting, typing, organizing, grant writing, garden writing, computer, carpentry, public speaking, desktop publishing, crafts, construction, engineering, advertising, etc.)	5	4	3	2	1
6. Do you participate in other volunteer activities? If yes, what are they? How many hours a week do you estimate you spend on volunteer activities?	5	4	3	2	1
7. When you aren't volunteering, what do you do? (Such as work, spend time with your family, travel, read, leisure activities.)	5	4	3	2	1
8. Most clinic hours are from 10-3 weekdays. Training is also during the day on Tuesdays from 12-4. Do you currently have a full or part-time job outside the home? If yes, how will you be able to arrange attending all the training sessions and returning the 50 hours of service during the spring and summer months? Have you talked to your employer about your participation in the program and what arrangements have you made?	5	4	3	2	1

Comments: (for more space, continue on back)