



Illinois Master Naturalist



UNIVERSITY OF ILLINOIS EXTENSION MASTER NATURALIST HANDBOOK 2022-2023



Illinois Extension
UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN



COLLEGE OF AGRICULTURAL, CONSUMER & ENVIRONMENTAL SCIENCES

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UNIVERSITY OF ILLINOIS MASTER NATURALIST PROGRAM

The University of Illinois Master Naturalist program is an educational volunteer training program offered by the University of Illinois Extension. The program is designed to give participants an opportunity to experience nature, develop knowledge of and respect for the environment, and practice natural resources stewardship. The program is designed to increase the availability of university-based natural resources information to local non-profit, non-commercial community groups and private individuals through trained volunteers known as Master Naturalist.

MISSION

The mission of the University of Illinois Extension Master Naturalist program is to provide science-based educational opportunities that connect people with nature and help them become engaged environmental stewards. The vision of the program is to give individuals the opportunity to experience nature, develop knowledge of and respect for the environment, practice natural resource stewardship, and contribute to the natural resources outreach efforts of University of Illinois Extension.

PROGRAM OBJECTIVES

Offer Master Naturalist educational programs and materials that provide classroom and field-based training on the environmental and cultural resources of Illinois.

Cultivate volunteers to serve as educators and community ambassadors for environmental initiatives; as stewards in the management of natural resources in Illinois; and as stakeholders who will perpetuate the Master Naturalist Program.

Facilitate cooperation and collaboration among partnering groups and agencies.

POLICIES

ESTABLISHING AND AMENDING MASTER NATURALIST POLICIES

The State Master Naturalist office has final authority in setting and amending statewide Master Naturalist policies. Recommendations for policy changes are directed through the State Master Naturalist Advisory Committee that has the following purposes:

- a) Serve as advisory counsel to state level Master Naturalist administration.
- b) Encourage equitable distribution of state Master Naturalist resources.
- c) Recommend minimum standards for University of Illinois Extension Master Naturalist core course training.
- d) Strengthen state Master Naturalist education and training.
- e) Increase awareness of University of Illinois Extension Master Naturalist programs.

- f) Support an annual University of Illinois Extension Master Naturalist Conference.
- g) Recommend policies and guidelines for University of Illinois Extension Master Naturalist programs while recognizing local needs.

The University of Illinois Extension Master Naturalist Advisory Committee consists of:

- Up to six Extension staff members
- Up to six representatives of partners of the Master Naturalist Program
- Ex-officio members may include:
 - One representative from the University of Illinois Extension administration.
 - The ex-officio member of the committee may be chosen by the state Master Naturalist Coordinator or at the discretion of Extension administration.
 - Guest Master Naturalists and University of Illinois Extension staff are welcome to attend State Advisory Committee meetings as non-voting observers.
 - Official notification of state Master Naturalist policy changes will be communicated through the local Master Naturalist coordinators.
 - Additionally, all Unit Directors will be notified of any policy changes directly via email or direct mailing.

APPLICATION PROCESS

- To become a Master Naturalist, a Volunteer Application must be completed and submitted to the local Extension Unit offering the program.
- After the local coordinator reviews the application, *the applicant* may be invited for an interview. Not all applicants are accepted into the program.
- There may be more applicants than space allows in the classroom or than the local office can involve.
- If an applicant is not accepted into the current training class, their name is kept on file and may be encouraged to apply for a future class.

Application Procedures

Recruitment of trainees will be based on pre-planning and an established need for local Master Naturalist volunteer activities. Coordinators will develop and implement a plan to achieve full representation of the community. A planning committee may assist. University of Illinois Equal Opportunity, Affirmative Action and program compliance policies must be followed.

Application Review and Interviews

Screening techniques, such as in-depth applications, in-person interviews, and other sources will be used as needed to determine if candidates are appropriate for the program.

Currently active Master Naturalists may be invited to assist with interviewing new potential trainees at the discretion and approval of the local coordinator and Unit Director. Master Naturalists who

assist with interviews must go through training in proper interview skills as well as being familiar with appropriate and inappropriate questions to ask in the interviews. Volunteers will act in an advisory role only, and the approval of trainees will be decided by Extension staff. Volunteers may not be involved in the background screening procedure for other trainees or volunteers.

Applicants should receive an explanation of volunteer opportunities, particularly those that the individual may have to commit to for the internship. If these opportunities are not suitable to the candidate {i.e., conflicts with schedule, no interest in offered program areas, etc.}, then the candidate should be advised to reapply to the program again in the future.

AGE REQUIREMENTS

Master Naturalists must be 18 years or older and love the natural environment. A person who is 17 years of age may attend the course if a parent or guardian is also registered to attend the same class. However, they cannot become a certified Master Naturalist until they are 18 years of age.

CONFLICTS OF INTEREST

A Master Naturalist should not display credentials or give the appearance of being a University of Illinois Extension Master Naturalist at a place of business or work unless that place is conducting an authorized University of Illinois Extension Master Naturalist activity.

It is improper to imply that University of Illinois Extension endorses any product or place of business. Master Naturalists must not use their title in any form of commercial advertisement. The title "Master Naturalist" is to be used only when conducting unpaid volunteer work in the program.

When Master Naturalists make public presentations on natural resource subjects, it is permissible for them to accept unsolicited gifts or be reimbursed for legitimate expenses incurred in conducting the class. However, it is inappropriate to seek pay for personal gain for speaking engagements conducted as a Master Naturalist. Such speaker fees or honoraria are permissible when the fee is given to the local Extension Unit Office.

MASTER NATURALIST IDENTIFICATION

Name badges indicative of the level of the Master Naturalist participant may be used. Temporary name badges are appropriate for Master Naturalist Trainees and Master Naturalist Interns. Active Master Naturalists should use official University of Illinois Extension name badges to identify themselves as representatives of University of Illinois Extension while conducting programs as Master Naturalist unless anonymity for safety of the volunteer is important.

MASTER NATURALIST APPAREL

Official University of Illinois Extension Master Naturalist apparel may be ordered through an approved Extension vendor, with the guidance of the local coordinator. Master Naturalist apparel must comply with University of Illinois Extension logo guidelines.

TITLE DEFINITIONS AND USE

Master Naturalists are members of the local community who are interested in habitats, ecosystems, natural resources, and the environment.

The title "University of Illinois Extension Master Naturalist" is to be used only and exclusively in the University of Illinois Extension Master Naturalist program in which trained and certified Master Naturalists conduct educational programming and provide natural resource assistance to University of Illinois Extension and its local partners. Master Naturalists are expected to identify themselves as such only when doing unpaid public service work in this University of Illinois Extension-sponsored program. The titles are valid only when the volunteer is participating in the University of Illinois Extension Master Naturalist program. The title may only be utilized on work applications by active Master Naturalists.

Master Naturalist Trainee - a program participant from the time they are accepted into the program through completion of classroom training.

Master Naturalist Intern - a program participant from the time they graduate from classroom training with a minimum of 40 hours of Master Naturalist training through the completion of 60 hours of volunteer service. This internship is normally completed within 12 months of the end of classroom training. However, interns may take until December 31 of the year following their training to complete their internship upon agreement of the local Extension unit Master Naturalist coordinator. Anyone who fails to complete the volunteer service requirement does not become a certified University of Illinois Extension Master Naturalist.

Certified (Active) Master Naturalist - a Master Naturalist Intern who has completed their initial 60-hour volunteer service requirement or a returning previously certified University of Illinois Extension Master Naturalist. To maintain Certified University of Illinois Extension Master Naturalist status requires a minimum of 30 hours of volunteer service and 10 hours of update education annually and is valid for one year. Active Master Naturalists are encouraged to pair with Master Naturalist Trainees and Interns to help guide newcomers through a successful volunteer experience.

Master Naturalist Alumnus - a former University of Illinois Extension Master Naturalist who successfully completed the 40-hour classroom training and the 60-hour internship, but who no longer maintains their annual active volunteer service and/or education update requirements. When an individual ceases to actively participate, his or her designation as a University of Illinois Extension Master Naturalist becomes void. Instead, they become a Master Naturalist Alumnus. Certification as a Master Naturalist is restrictive in that it is valid only when the individual is participating in a University of Illinois Extension-sponsored or endorsed program for the coming year. Those not continuing in the program will not be re-certified and should be aware that if they represent themselves as Master Naturalist, they are violating their original commitment.

Return to active status after more than two years as a Master Naturalist Alumnus will require at least 10 hours of additional training which may be either by attending Master Naturalist classes or

continuing education webinars/seminars. If auditing a Master Naturalist class, they will not have to pay to attend, but would have to pay any fees related to an online webinar/seminar.

Inactive Status/Leave of Absence - a former University of Illinois Extension Certified Master Naturalist or Intern who is temporarily unable to fulfill Active Master Naturalist requirements for health, family, or other personal reasons. Participants may remain on leave of absence for one or two years at a time upon the approval of their local coordinator. Return to active status after more than two years as an inactive Master Naturalist may require additional training.

DIVERSITY, EQUITY, INCLUSION AND ACCESS

Equal Opportunity Statement

It is the policy of the University of Illinois not to engage in discrimination or harassment against any person because of race, color, religion, sex, national origin, ancestry, age, marital status, disability, sexual orientation, pregnancy, citizenship status, order of protection status, genetic information, unfavorable discharge from the military, or status as a disabled veteran or a veteran of the Vietnam era and to comply with all federal and state nondiscrimination policy applies to admissions employment, access to and treatment in the University programs and activities.

This policy means that the Master Naturalist program is open to all regardless of status or affiliation.

Reasonable accommodations for those with special needs must be made to ensure equal access to programs. Instances of discrimination or harassment are grounds for dismissal and de-certification from the Master Naturalist program.

Affirmative Action

University of Illinois Extension is an affirmative action organization and actively recruits minorities and women in employment and programs and all participants are encouraged to help create an open, multicultural environment.

Americans with Disabilities Act

All reasonable efforts must be made to include persons with disabilities in the Master Naturalist program. Extension personnel will take the needs of such persons into account in determining the services to be provided under the program or activity. When feasible, all efforts to encourage and accommodate those with disabilities in Master Naturalist program activities should be made by providing physical access (for example, ramps and serving other specialized needs -for example, sign language interpreters).

RISK MANAGEMENT

When signing the Master Naturalist Annual Agreement, the volunteer is agreeing to comply with training, documentation, and certification requirements of the Master Naturalist Program. They also agree and understand they must follow state and federal laws as well as fiscal policies and guidelines of the University of Illinois, Local Extension Unit, and Master Naturalist sponsors and partners, and must abide by the Illinois Department of Agriculture for application of pesticides when acting as a Master Naturalist volunteer. Volunteers must sign the Agreement to Assume Risks and Fully Release of All Claims.

Special event accident insurance coverage through American Income Life Insurance is strongly encouraged for all Master Naturalist and trainee activities.

Volunteers who will be operating a chain saw in the Master Naturalist program must provide proof of participation in a safety class **BEFORE** using a chain saw and reporting volunteer hours. If volunteers do not wish to do this, the activity will not be approved for Master Naturalist volunteer hours.

Incident/Accident Reporting

Each time there is an incident or accident that causes harm or injury to a youth, volunteer, or staff member, an Incident/Accident Investigation form must be completed and shared with the County Director, Assistant Director, Program Specialist, and the Assistant Director of Workforce Development.

Registration materials including health forms, photo releases and risk waivers should be maintained twenty years for youth and ten years for adults. These files can be kept digitally.

Bus Coverage

Extension units and Master Naturalists must follow the University policies for charter bus company business. University guidelines for making charter bus arrangements can be found on the OBFS Purchasing website: <https://www.obfs.uillinois.edu/purchases/purchases-types/transportation/charter-bus/>

Agreements and Contracts

Volunteers of the University of Illinois Master Naturalist program are prohibited by state statutes from signing agreements that contain hold harmless or similar clauses. In event that the lessor will not waive the hold harmless or similar clauses, the event must be changed to another location.

TRAINING

Protection of Minors Training

All Master Naturalist volunteers must complete online training developed by University of Illinois Extension on "Protection of Minors" as a requirement of becoming and continuing to be a volunteer. As part of that training, there is an online form to complete acknowledging they are aware of University of Illinois policies regarding protection of minors and understand their responsibility for reporting incidences of abuse and/or neglect of minors to the University of Illinois Police Department (217-333-1216) AND to a U of I Extension employee within the unit in which they are volunteering (e.g., County Director). Calls to the U of I Police Department for mandated reporting should be made together with the County Director or other Extension employee, such as an Extension Educator.

Trainee Agreement

All University of Illinois Extension Master Naturalist trainees must sign a Trainee Agreement as part of their commitment to the program. A signed copy of the University of Illinois Extension Trainee Agreement will be on file in the respective University of Illinois Extension Unit Office. A sample agreement is provided in Additional Resources.

Core Course Classroom Training

Course Topics:

University of Illinois Extension Master Naturalist Core Course training consists of a minimum of 40 hours of classroom instruction based on the Illinois Master Naturalist Manual. Exact topics presented may vary due to local needs. However, all programs will include sessions on the following topics:

Foundation Chapters (required)

Chapter 1 Introduction to the Illinois Master Naturalist Program Chapter 2: Understanding the Natural World

Chapter 14: Soils of Illinois

Chapter 15: Environmental Ethics and Philosophy

Chapter 19: Natural Divisions: The Biogeography of Illinois

Ecosystem Chapters (minimum of 2)

Chapter 3: Understanding Prairie in the Prairie State Chapter 4: Forests of Illinois

Chapter 5: Wetlands

Chapter 6: Agricultural Lands and Wildlife Chapter 7: Urban Areas and Wildlife

Chapter 18: Flowing Water - Illinois' Streams and Rivers

"Ologies" Chapters (minimum of 2)

Chapter 8: Ornithology

Chapter 9: Mammalogy

Chapter 10: Herpetology

Chapter 11: Botany

Chapter 12: Entomology

Chapter 13: Geology

Supplemental Chapters (as appropriate)

Chapter 16: Archaeology - People and the Early Illinois Landscape

Chapter 17: Weather and Climate

Chapter 20: Art of Interpretation and Teaching

Topics not covered in the Illinois Master Naturalist Manual may also be part of core course training, provided approval of the topic is obtained from the State Master Naturalist Coordinator.

Attendance

Master Naturalist Trainees are expected to attend all training sessions. In the event a training session must be missed, it is the responsibility of the trainee to plan for making up the missed session.

Course Fees

Master Naturalist course fees are set by local units offering the training and are based upon the suggested state pricing guidelines. The course fee should also account for additional training costs, such as meeting room rental fees, educator expenses and photocopying costs. The fee should include the cost that is paid for the Master Naturalist curriculum. In instances where a course applicant indicates he or she prefers not to complete the volunteer internship portion of the course or if, through the interview process, a non-volunteer option for training may be available at the discretion of the local unit. Those selecting this option will not become Certified University of Illinois Extension Master Naturalists. This option may be attractive to professionals who would like the information from the course but do not have the time to volunteer in the program.

Recognition Certificates

Upon satisfactory completion of the classroom portion of Master Naturalist training, a University of Illinois Extension Master Naturalist Intern certificate is awarded to the participant. After completion of the 60-hour internship, the Master Naturalist Intern becomes a certified University of Illinois Extension Master Naturalist and is awarded a Master Naturalist certificate. Certificates may be presented at an annual graduation or volunteer recognition ceremony. In succeeding years, University of Illinois Extension Master Naturalists who remain active by keeping their continuing education and volunteer service requirements current may be awarded a "Years of Service" certificates or patches at the discretion of the individual unit.

VOLUNTEERS

Certified Master Naturalists are those who have completed their classroom training and internship and have returned a signed volunteer agreement form for the current program year. Certification is limited to one year from the time of granting but is renewable by remaining active as a Master Naturalist volunteer. To be considered an active Master Naturalist, one's volunteer service and continuing education requirements must remain current each year.

Volunteer Background Screening

Master Naturalist trainees who wish to become certified and volunteer and who have been accepted into the program are required to complete full background screenings as part of the volunteer selection process. This includes completion of the Volunteer Application; an interview; a DCFS CANTS check; background check through Sterling Volunteers system and a name check against the National Sex Offender Website (<http://www.nsopw.gov/en-US>). The University will treat this information as confidential. Anyone who has an offense cannot become a Master Naturalist.

A volunteer background (DCFS CANTS) check, completion or updated Volunteer Application and the background check through Sterling Volunteers system must be renewed no less than every five years of volunteer service.

A volunteer charged with a criminal offense but not yet convicted may be suspended as determined by consultation between the Unit/county staff, Regional Director, and state program leadership. The volunteer will be notified (with a receipt requested) that he or she is on suspension as a Master Naturalist volunteer pending resolution of the matter. Upon resolution of the matter, the individual may request his/her volunteer appointment be restored to "active" status. The County Director, in consultation with administration and the Master Naturalist program leadership, will determine whether the volunteer's appointment should be restored based on the facts and circumstances.

Annual Volunteer Agreement

All **active** University of Illinois Extension Certified Master Naturalists must sign an Annual Volunteer Agreement as part of their commitment to the program. This agreement serves as the code of conduct for all Master Naturalist volunteers. A signed copy of the University of Illinois Extension Annual Volunteer Agreement will be on file in the respective University of Illinois Extension Unit Office. This may be done digitally. A copy of the agreement is provided in the Additional Resources.

Volunteer Performance and Renewal of Active Status Procedure

Volunteer performance will be a continuous assessment process to ensure the goals, objectives and missions of the Master Naturalist program are being met in a manner that best serves the needs of the University of Illinois and the Master Naturalist program. The review process may include oral and written feedback on volunteer performance and can be used as a basis to invite the Master Naturalist back for the following year.

Disengagement of a Volunteer

A University of Illinois Extension volunteer can be relieved of the title and privileges at any time, at the discretion of the local Extension staff coordinating the Extension program. Reasons for dismissal may include a volunteer who demonstrates actions that conflict with the mission, purpose and objectives of University of Illinois Extension, Examples of conflict include, but are not limited to, failure to comply with University of Illinois volunteer policies, misuse of the Extension program title, and disrespecting the authority of Extension staff. At the time of dismissal, the volunteer will be required to turn in his or her name badge and other Extension property to the local Extension staff coordinating the program.

Procedures for Dismissal

If a volunteer acts in a way that merits dismissal, the unit will within 4 weeks from the action of the volunteer, consult with the State Master Naturalist Coordinator, the Associate Director for Natural Resources, Energy, and the Environment (NREE), the Assistant Director, Workforce Development, and the State Volunteer Relations Associate. If dismissal of the volunteer is deemed appropriate, the local Extension staff coordinating the volunteer program will within 3 weeks of receiving approval notify the volunteer in writing that they are being dismissed from the program and the general reasons for dismissal.

A letter will be written with input from the State Master Naturalist Coordinator, the Unit Director, and the Regional Director, and signed by all three, with copies to the Associate Director for Natural Resources, Energy and the Environment, the Assistant Director, Workforce Development, and the State Volunteer Relations Associate. The decision of the letter is final and effective immediately.

A copy of the letter should be placed in the volunteer's file and the file should be retained indefinitely. A copy of the termination letter should be sent to the Assistant Director, Workforce Development who will maintain a confidential file of all letters and will serve as a consultant to discuss other current or future volunteer roles by this individual.

Retention of Volunteer Records

Applications, verification of clearance from DCFS, Sterling Volunteers background check and Sex Offender databases will be retained for five years past the time in which the volunteer leaves the program. Exception: For active volunteers or cases where a volunteer has filed a grievance or was terminated, the files should be retained indefinitely. The University will treat this information as confidential.

Volunteer data files such as hours logged, projects participated in and demographic information such as address, phone number should be retained for ten years after the volunteer becomes inactive. Incident or accident report files including accident report forms, acknowledgement of risk forms or other documentation related to an incident or potential incident/accident should be maintained for four years after the volunteer becomes inactive.

Types of Volunteer Work Eligible

Volunteer's service with sponsoring and partnering groups or agencies that further the mission of the Illinois Master Naturalist program is considered eligible.

Additional volunteer service is eligible as pre-approved by the local Master Naturalist coordinator and/or Advisory Committee. University of Illinois Extension non-discrimination forms should be signed by non-state or federal entities that have not previously collaborated with Extension. All volunteers are required to discuss with their local Master Naturalist coordinator all planned activities prior to conducting the program. This information is essential for liability coverage.

Generally, volunteer work is done in the local community or in regional natural areas but need not be limited to local efforts. Projects may involve natural resource stewardship at regional parks and preserves, citizen scientist efforts, environmental educational and outreach, administrative service, and leadership in perpetuating the Master Naturalist Program. Travel time to volunteer service activities can be included in volunteer service hours. For liability reasons, University of Illinois Extension Master Naturalists are not permitted to conduct home visits as part of their volunteer role.

Staff may prepare role descriptions for the volunteer assignments within their unit. These should be made available for the Master Naturalists prior to accepting a volunteer assignment.

Natural Resource Stewardship

Natural Resource stewardship includes but is not limited to hands-on management, planting, invasive species control, wildlife and vegetation monitoring, and trail work as it relates to the management of the region's natural resources. Some activities may require additional training and certification. Opportunities for stewardship of regional parks, natural areas, and preserves can be performed by coordinating with partnering groups and agencies. In addition to attending existing and scheduled volunteer workdays, Master Naturalists may contact partner groups about opportunities for independent service projects. Master Naturalists are particularly encouraged to coordinate with partnering groups and agencies regarding opportunities to assume an ongoing stewardship role at locations and preserves in need of continuing site stewardship. Independent service projects and other opportunities must be pre-approved by the local Master Naturalist coordinator in consultation with the Unit Director and State Coordinator. Master Naturalists must abide by the Illinois Department of Agriculture licensing requirements for the application of pesticides when acting as a Master Naturalist volunteer.

Community Science Efforts

Community science programs cover a wide range of natural resource interests. Most of these efforts include observation, logging data and sharing of information which is used formally and informally by teachers and researchers.

Educational Efforts

Educational efforts are those activities or programs in which the Master Naturalist educates the public. This includes developing and providing presentations to relevant audiences or at project demonstration sites, providing natural resource training to other volunteers, and developing environmental interpretative materials, programs, and signage. Work to construct or develop a site used for educational programming, such as a native plant pollinator garden, qualifies as educational efforts.

Educational efforts include the time spent planning, implementing, and reporting on educational efforts. As a good rule-of-thumb in determining which activities are appropriate educational programming, use the questions: "Is the program educational in nature?" and "Does this activity contribute to the goals and mission of the Master Naturalist Program"

Administrative Efforts

Administrative volunteer efforts that count toward volunteer time include working on a Master Naturalist newsletter, serving on a local or state Master Naturalist Advisory Committee, providing content for Master Naturalist publications and web media, planning conferences or workshops, and any other activities that help maintain and sustain the Master Naturalist Program.

Annual Continuing Education and Volunteer Hour Requirements

Active Master Naturalists must remain current in annual educational update and volunteer service requirements set by the local Master Naturalist program or, in the absence of local requirements, follow the state minimum requirements of 30 hours of volunteer service and 10 hours of approved continuing educational updates. Approved educational are such things as the State Master Naturalist Conference, local Master Naturalist webinars/seminars, and University of Illinois Extension- sponsored webinars and short courses. Non-Extension courses, seminars and webinars by the University of Illinois or other universities or government entities may be eligible if approved by the local coordinator.

State Master Naturalist Conference

Each year a State Master Naturalist Conference will be held, either in-person or virtually. Program content for the conference is coordinated by the State Master Naturalist Coordinator. Attending classes and workshops at the State Master Naturalist Conference can help fulfill the continuing education requirement.

Local and Regional Updates

Many local Master Naturalist groups plan periodic informational meetings and education programs for active Master Naturalists and Interns. These also apply toward continuing education credits.

Training Time

Time spent in training, educational conferences or other settings that qualify as continuing education should not be counted as volunteer time. Instances where the Master Naturalist is the recipient of information or training, rather than the presenter of information, count as continuing education.

Reporting Volunteer Activities

Master Naturalists will report their volunteer and continuing education hours using the University of Illinois Volunteer Time Tracking System. Volunteers should also record the number of people impacted by the activity if they are assigned by their local coordinator as the demographic reporter. Travel time to a volunteer activity can be reported as volunteer hours. Travel to attend a continuing education event does not count towards the required continuing education hours and should not be reported. The information from the reporting system is needed to re-certify the Master Naturalists for the following year. Master Naturalists for whom annual report summaries and Annual Volunteer Agreements are not received will be removed from the Active Master Naturalist rolls.

Master Naturalist Transfers

Master Naturalists who have completed their classroom training and internship in Illinois and received a positive recommendation from their local Master Naturalist coordinator prior to moving to another part of the state, are eligible to become volunteers in the locale of their new residency. However, they may be required to take additional course work also required of all local Master Naturalists in the new locality and will be subject to the guidelines of the new locale.

Master Naturalists who have not completed their internship prior to moving will be required to complete their internship with their new unit before becoming Certified Master Naturalists. Master Naturalists moving from out-of-state as well as returning Master Naturalists (i.e., someone who trained in Illinois, moved away, and is returning to Illinois) may be required to complete the entire Master Naturalist training prior to volunteering in Illinois, depending on their demonstrated knowledge and skills in this geographic area. Generally, active Master Naturalists from neighboring states, upon recommendation from their previous local Master Naturalist coordinator, can be accepted without need for further demonstration of natural resource knowledge. For those Master Naturalist transfers or inactive former Master Naturalists away from the program for 2 years or more, retraining is required (see policy for returning alumni).

ADDITIONAL RESOURCES

- University of Illinois Extension Master Naturalist Application - <https://extension.illinois.edu/mn/become-master-naturalist>
- University of Illinois Extension Master Naturalist Annual Volunteer Agreement - <https://extension.illinois.edu/mn/current-volunteers>
- Volunteer Time Tracking System - <https://extension.illinois.edu/mn/current-volunteers>