

Missouri Master Pollinator Steward Program Operational Guidelines

Missouri Master Pollinator Steward Program

The Missouri Master Pollinator Steward Program is an educational program offered by MU Extension and is designed to provide interested participants with training in the following areas:

- Insect overview
- Plant and pollinator relationships
- Pollinator societies
- Natural and managed habitats
- Disease and pest management
- Habitat management for attracting pollinators

Program objectives

The objectives of the Missouri Master Pollinator Steward program include:

- Providing research-based information on native pollinators and honey bees;
- Providing a better understanding of the importance of pollinators to society;
- Identifying opportunities for individuals and communities to create or improve pollinator habitats in their area; and
- Providing a broader education to new and experienced beekeepers.

Program management

MU Extension administers the Missouri Master Pollinator Steward program with input and assistance from a Program Advisor Committee, that includes representatives from the Missouri State Beekeepers Association, Missouri Master Gardener and Master Naturalist volunteers, Missourians for Monarchs, and others as identified.

Each group involved in the Missouri Master Pollinator Steward program has unique responsibilities in regard to the management of the program.

MU Extension's responsibilities are:

- To establish, implement and maintain standards for the Master Pollinator Steward program.
- To recruit and train participants in the Master Pollinator Steward program.
- To provide a friendly and supportive learning environment for the participants.
- To facilitate communication between Extension personnel and stakeholders.
- To routinely evaluate the program on the local level and report the results.

Stakeholder responsibilities are:

- To assist with recruiting and training participants.
- To support MU Extension's promotion and organization efforts — which may include providing presenters for the training.
- To contribute to a friendly and supportive training environment by being cognizant of MU Extension's volunteer code of conduct
https://missouri.qualtrics.com/jfe/form/SV_3XcCMH9n9Og9M6F
- To identify volunteer opportunities for participants after training (should there be interest).
- To work with MU Extension personnel and partner organizations to keep the program current, vibrant and inclusive.
- To assist with program evaluations.

A State Advisory Committee will provide collaborative guidance to MU Extension and stakeholders for this program. This Committee will include the following:

- An MU Extension State Specialist
- Two MU Extension Field Specialists
- A Missouri State Beekeepers Association member volunteer
- Additional members of regional or local beekeeping groups, not to exceed two
- A representative of Missourians For Monarchs
- A Master Gardener member
- A Master Naturalist member

Training structure

Training will be structured according to the publications included in the Master Pollinator Steward curriculum, which can be organized into a Program Manual. These publications will be enhanced with PowerPoint presentations (or similar presentation tools). It is anticipated that two hours of instruction will be required to adequately cover each of the publications (10 to 15 hours total anticipated). A field component to the training is expected.

Volunteer component (not a requirement)

There will be no official volunteer component as a requirement for successful completion of the program. However, participants will be encouraged to pursue habitat establishment or improvement projects on an individual or group basis.

There will be no official local Master Pollinator Steward organizations. Graduates of the program might already be members of a local Master Gardener, Master Naturalist Chapter or beekeeping association.

Graduates who are not already members of a related organization are not required to join any organization, but they may have the option to join a local Master Gardener organization;

Master Naturalist Chapter; local, regional or state beekeeping association; or create or join a pollinator- related organization that is independent of the Master Pollinator Steward program.

Both the Master Gardener and Master Naturalist Program have additional training requirements for participation which are not met by completion of the Master Pollinator Steward program. However, Master Pollinator Steward can certainly be an Advanced Training opportunity for current volunteers in both of those MU Extension Programs.

Program Development at the Local Level

The decision of whether to conduct a Master Pollinator Steward training will be made by an MU Extension Field Specialist. Trainings may not be held without the approval and/or support of the Extension Specialist in the county in which the program is being considered. Cooperation with local beekeeping associations or other stakeholders is strongly encouraged when planning and delivering a training.

Qualifications for instructors

It is suggested that individuals who are recruited to teach a session of the Master Pollinator Steward program have the following abilities and experience:

A minimum of five years educational or work experience in the subject matter; ability to present professionally, competence in the use of PowerPoint or similar computer software program and a willingness to learn and follow the established curriculum. MU Extension Field Specialists and partner organizations should work together to identify the instructors to use for a specific local program.

Program fees

The participant registration cost for the program (which includes all six chapters and associated presentations) is \$100.00

The breakdown and allocation between the State fee and fees remitted back to the County Extension Center that hosted the Program is as follows:

- Statewide fee (remitted to an account of the MU Extension State Specialist) to support program costs: \$25.00
- MU Extension Center allocation: \$75.00 less any transaction costs associated with registering for the program using Cvent. The Field Specialist and hosting MU Extension Center will make decisions on how these funds are expended but they can be used to cover costs associated with printing publications, presenter travel, stipends, room rental costs, personnel and an optional contribution to stakeholder groups that are assisting with the program.
- This fee structure will be reviewed by the State Advisory Committee on a regular basis.

The MU Extension Center will handle participant registrations, collecting revenue and paying for costs of conducting the program from these fees. The registration process that

MU Extension uses is through Cvent and is organized at the local level for conducting training.

For more information contact the Master Pollinator Steward Advisory Committee Co-Chairs and the Program webpage:

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Master Pollinator Steward Program <http://extension.missouri.edu/pollinator>