



# Cross Timbers Master Naturalist Chapter Handbook 2022

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## **The Mission of Texas Master Naturalists**

The Texas Master Naturalist Program's mission is to develop a corps of well-informed volunteers to provide education, outreach, and service dedicated to the beneficial management of natural resources and natural areas within their communities for the State of Texas. Many communities and organizations rely on such citizen volunteers for implementing youth education programs; for operating parks, nature centers, and natural areas; and for providing leadership in local natural resource conservation efforts. In fact, a short supply of dedicated and well-informed volunteers is often cited as a limiting factor for community-based conservation efforts.

## **Sponsors of the Cross Timbers Master Naturalist Chapter**

The Texas Master Naturalist Program is proudly sponsored by Texas Parks and Wildlife and the Texas A&M AgriLife Extension. The local sponsor for CTMN is the Fort Worth Nature Center and Refuge. CTMN sponsors are:

- Rachel Richter, TPWD, Urban Biologist, [Rachel.Richter@tpwd.texas.gov](mailto:Rachel.Richter@tpwd.texas.gov)
- Jacklyn Jones Doyle, Texas AgriLife, County Extension Agent – Agriculture and Natural Resources, [jacklyn.jones@ag.tamu.edu](mailto:jacklyn.jones@ag.tamu.edu)
- Michael Perez, Fort Worth Nature Center and Refuge  
[michael.perez@fortworthtexas.gov](mailto:michael.perez@fortworthtexas.gov)

Sponsors provide guidance, resources, and education to the chapter. CTMN members provide volunteer hours to assist TPWD, Texas AgriLife, and the Fort Worth Nature Center and Refuge in their efforts to preserve the local ecosystem.

## **About the Cross Timbers Master Naturalist Chapter**

CTMN serves Tarrant and Parker counties and is one of 48 Master Naturalist chapters in the state of Texas. The chapter was established in 1998 and currently has about 200 active members. Active members in the chapter volunteer in various projects such as several pollinator gardens, the Fort Worth Nature Center and Refuge, the Fort Worth Botanic Garden, the Botanic Research Institute of Texas, the City of Fort Worth Citizen Forester Program, bluebird box monitoring, and water quality and testing of the Trinity River.

Training classes are held once a year from August to October. The CTMN website can be reached through two URLs: <https://txmn.org/crosstimbers/> and <http://ctmn.org/>. The chapter has a Facebook group named "Cross Timbers Master Naturalists" located at <https://www.facebook.com/groups/116630178372184>

## Chapter Meetings

Chapter meetings are usually held on the third Monday of the month at 7 pm in the Rose Room of the Botanic Garden of Fort Worth. A meeting may be rescheduled when there is a holiday on that date. Guests are welcome to attend chapter meetings, which start with a social time from 6:30 to 7:00 and light refreshments are served. A guest speaker or chapter member presents a topic about local nature and local ecosystems at each meeting.

Occasionally, a meeting will be held via Zoom, depending on whether the speaker will present in person or virtually as well as whether any public health recommendations discourage large group meetings.

Members earn 1 Advanced Training (AT) hour for attending a chapter meeting—in person or, if virtually, then simultaneously as the live meeting.

The March meeting is usually the chapter's annual Awards Ceremony, and all are welcome. The December meeting is a holiday party. No Advanced Training (AT) hours are earned for attending the awards ceremony or the holiday party.

## 2022 Training Class

Master Naturalist Certification requires 40 hours of classroom and field instruction. The 2022 class schedule is shown below.

Training Class Schedule					
Date	Day	Start	End	Topic	Location
6/7/22	Mon	6:00 PM	7:30 PM	Open House-program starts at 6:30	FWNC&R and Zoom
8/16/22	Tue	6:00 PM	9:00 PM	Historical Naturalists, Citizen Science, iNaturalist	FWBG Lecture Hall
8/23/22	Tue	6:00 PM	9:00 PM	Intro Ecology	FWNC&R
8/30/22	Tue	6:00 PM	9:00 PM	Aquatic Systems	FWNC&R
9/6/22	Tue	6:00 PM	9:00 PM	Reptiles and Amphibians/Herps	FWNC&R
<b>9/10/22</b>	<b>Sat</b>	<b>9:00 AM</b>	<b>3:00 PM</b>	<b>Aquatic Field Trip</b>	<b>FWNC&amp;R</b>
9/13/22	Tue	6:00 PM	9:00 PM	Forests, Geology, Soils	FWNC&R
9/20/22	Tue	6:00 PM	9:00 PM	Birds and Mammals	FWNC&R
<b>9/24/22</b>	<b>Sat</b>	<b>9:00 AM</b>	<b>3:00 PM</b>	<b>Forest Field Trip</b>	FWNC&R
9/27/22	Tue	6:00 PM	9:00 PM	Prairies	FWNC&R
10/4/22	Tue	6:00 PM	9:00 PM	Invertebrates	FWNC&R
<b>10/8/22</b>	<b>Sat</b>	<b>9:00 AM</b>	<b>3:00 PM</b>	<b>Prairie Field Trip</b>	FWNC&R
10/11/22	Tue	6:00 PM	9:00 PM	Urban Systems	FWNC&R
<b>10/15/22</b>	<b>Sat</b>	<b>9:00 AM</b>	<b>3:00 PM</b>	<b>Urban Field Trip</b>	<b>Various locations</b>
10/18/22	Tue	6:00 PM	9:00 PM	Volunteer Opportunities	FWNC&R

FWNC&R - Fort Worth Nature Center & Refuge, 9601 Fossil Ridge Road Fort Worth, TX 76135

FWBG - Fort Worth Botanic Garden, 3220 Botanic Garden Blvd, Fort Worth, TX 76107

If you are unable to complete the required 40 hours during the scheduled sessions, you must make up the hours by attending the appropriate class or classes within 12 months as part of the requirements to become a Certified Texas Master Naturalist.

## How to Become a Certified Master Naturalist

While taking training your membership status in CTMN and in the VMS system is "TMN – In Training".

To become certified and have the membership status of "TMN-Active", you must complete the following by **December 2023**:

- Earn at least 40 Volunteer Hours (VH) by working on CTMN pre-approved VH opportunities
- Earn at least 8 hours of Advanced Training (AT) by attending CTMN pre-approved AT opportunities.

The **training fee** includes your CTMN dues for the year of your training **and** the next full year.

Currently the cost of training is \$150; of this, \$50 covers the cost of the Texas Master Naturalist Training Curriculum book. Some partial scholarships are available; contact [training@ctmn.org](mailto:training@ctmn.org) for information.

You will start paying for yearly dues for the second full year after you complete the training class. For example, if your class is in the fall of 2022, the training fee pays for your dues for 2022 and 2023 and you will start paying for dues for the year of 2024.

Your membership will become “TMN-Inactive” if both conditions are met

- Failure to pay dues for current year
- Has not reported volunteer service hours or advanced training hours within the calendar year.

A member can re-establish their “TMN-Active” membership status by reporting hours for the current year and paying dues for the current year.

## **How to Use VMS to Record Hours**

The state’s **Volunteer Management System (VMS)** is used to record all hours earned by Texas Master Naturalists. VMS is a Samaritan Technologies product that has been customized for the Texas Parks and Wildlife Department and Texas Master Naturalists.

The TMN Volunteer Management System is here  
<https://txmn.tamu.edu/chapter-resources/tmn-vms-users/>

Questions about **VMS** should be directed to the VH and AT coordinator for the chapter, at [volat@ctmn.org](mailto:volat@ctmn.org).

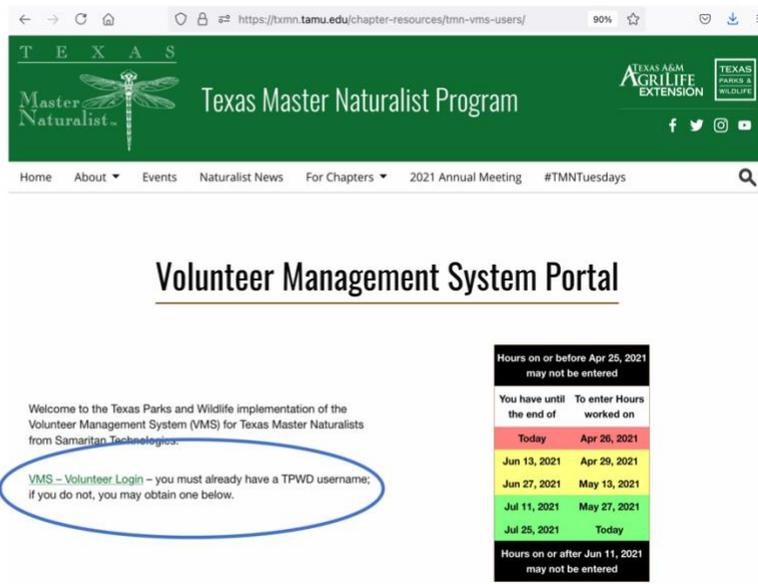
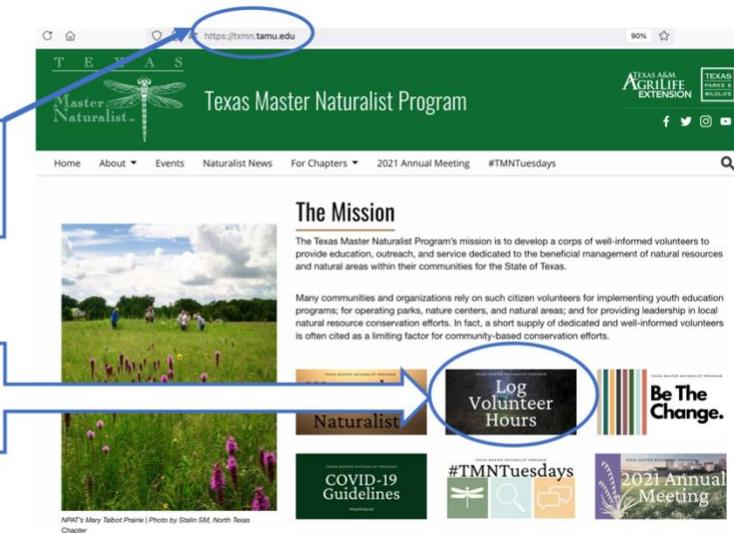
### **1. How to Log in to VMS for the First Time.**

You will be given a login id and temporary password. You must complete the Login, including the waiver of Criminal Background Check, and other Agreements in order to participate in Training.

How to Login to the Volunteer Management System (VMS) to change your password

1. Go to txmn.org (redirects to https://txmn.tamu.edu)

2. Select "Log Volunteer Hours"



3. Select "VMS - Volunteer Login"

Welcome to the Texas Parks and Wildlife implementation of the Volunteer Management System (VMS) for Texas Master Naturalists from Samaritan Technologies.  
[VMS - Volunteer Login](#) - you must already have a TPWD username; if you do not, you may obtain one below.

4. Enter your  
User ID  
and  
Temporary Password

← → ↻ 🏠 🔒 🔍 https://tpwd.samaritan.com/recruiter/index.php?class=VolunteerNavigation&re ☆ 📄

**TEXAS PARKS & WILDLIFE**

## Volunteer Login

If you are already a Texas Master Naturalist volunteer, please log-in

**User ID**

**Password**

[Log in](#)

[Forgot your password?](#)

**Not yet a TPWD volunteer?**

[Opportunity Search](#)  
[FAQ](#)  
[Log in](#)

**TEXAS PARKS & WILDLIFE**

**Welcome, Mary Smith**



**Find Opportunities**  
Look for ways to serve on a one-time or regular basis.



**View My Schedule**  
See the shifts where I have signed up.



**Report my Service**  
Submit volunteer hours.



**View My Log Book**  
View my volunteer transaction history.



**My Placements**  
View opportunities I have applied for that have been approved.



**My Referrals**  
View opportunities I have applied for that are pending approval and placement.

[Edit My Profile](#)
[Log out](#)

5. Select "Edit My Profile"

**TEXAS PARKS & WILDLIFE**

https://tpwd.samaritan.com/recruiter/index.php#0

6. Select "Continue"

If prompted, answer questions on this page, then Select "Continue"

Step 1 of 3

[Continue →](#)

**Volunteers**

- [Volunteer Dashboard](#)
- [Search Opportunities](#)
- [FAQ](#)
- [Log out](#)

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**Waivers & Agreements**

**Background Check**

In connection with the evaluation of my suitability for volunteer service, I give my consent for Texas Parks and Wildlife Department (TPWD) to obtain criminal history and driving record information related to my application for volunteer service. I understand that criminal history information includes any criminal conviction records for deferred adjudication, misdemeanor or felony offenses at age 17 or older. I understand that driving record information includes a driver's license verification and driving history of the past 12 months, and lists all convictions for traffic violations. Any such information will be used solely for volunteer-related considerations and not for any other purpose.

The screenshot shows a web browser window with the URL <https://tpwd.samaritan.com/recruiter/index.php#1>. The page header reads "TEXAS PARKS & WILDLIFE". Below the header are three buttons: "Back", "Save", and "Continue". The "Save" button is circled in blue and labeled with "8. Step 2 of 5". To the right, under the heading "Volunteers", there are links for "Volunteer Dashboard", "Search Opportunities", "FAQ", and "Log out". The "Log out" link is circled in blue and labeled with "9.". In the center, the "Login Information" section contains three input fields: "User ID" (with the value "CTMN-MSmith"), "Password" (with the placeholder "Minimum 8 characters"), and "Password Verify" (with the placeholder "Password verify"). A blue box on the left contains the text: "7. Enter a new password (a minimum of 8 characters) and enter again for 'Password Verify'". A blue arrow points from this box to the "Password" and "Password Verify" fields. Below this box is another blue box containing the text: "8. Select 'Save'" and "9. Select 'Log out'".

## 2. How to Record Training Hours

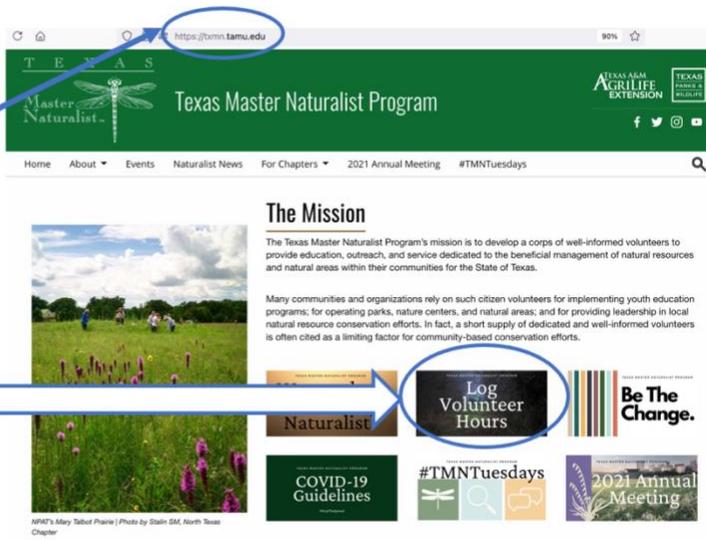
As a new member in the Training Class, **you are required to record the hours spent in class and on field trips after each session.** We recommend that you enter these hours as soon as possible after you have attended a class or field trip.

**You must enter hours earned no later than 45 days after you earned the hours.**

Go to [txmn.org](http://txmn.org) and select Log Hours

**How to Login to the Volunteer Management System (VMS)**

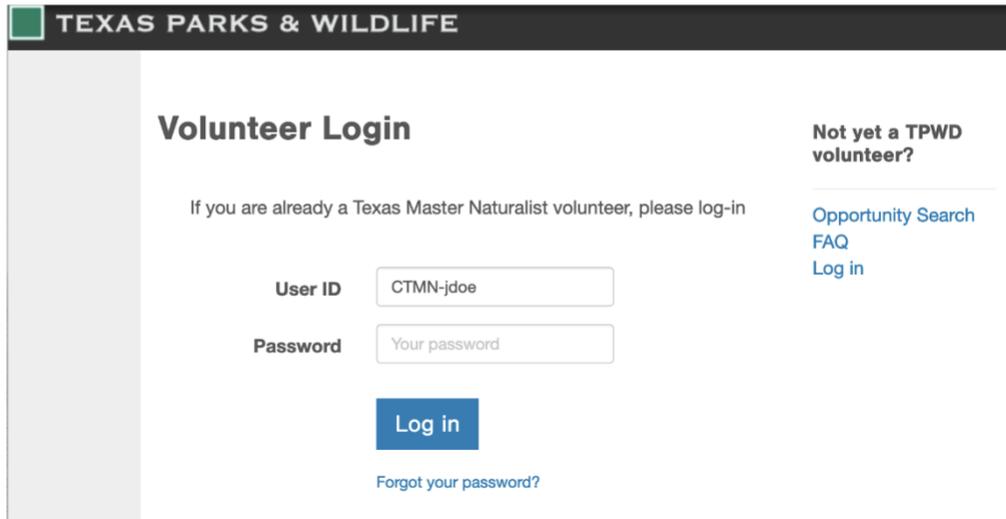
1. Go to txmn.org (redirects to https://txmn.tamu.edu)



2. Select "Log Volunteer Hours"

3. User ID is "CTMN-First Initial+Last Name"

Enter the new password that you created from your first login



#### 4. Volunteer Dashboard

You will mainly use:

Report my Service

View My Log Book

TEXAS PARKS & WILDLIFE

### Welcome, Jane Doe

Summary

**Approved Hours**

TMN Life: 0  
TMN Year: 0  
AT Year: 0

**Find Opportunities**  
Look for ways to serve on a one-time or regular basis.

**View My Schedule**  
See the shifts where I have signed up.

**Report my Service**  
Submit volunteer hours.

**View My Log Book**  
View my volunteer transaction history.

**My Placements**  
View opportunities I have applied for that have been approved.

**My Referrals**  
View opportunities I have applied for that are pending approval and placement.

[Edit My Profile](#) [Log out](#)

5. Select "Report Service",  
then Scroll to "CTMN initial training" and select

TEXAS PARKS & WILDLIFE

### Report Service

Please select from the following survey(s):

- Colleyville Nature Center:TMN Report Hours
- Coppell Natural Park:TMN AT Report Hours
- CTMN chapter administration:TMN Admin Report Hours
- CTMN Community Outreach Events:TMN Report Hours
- CTMN initial training:TMN Initial Training Hours**
- CTMN newsletter:TMN Admin Report Hours
- CTMN speakers bureau:TMN Report Hours
- CTMN sponsored activities:TMN Report Hours
- CTMN/NPSOT SW Regional Library Native Plant Gardens:TMN Report Hours
- CTMN/NPSOT SW Sub-courthouse Native plant garden:TMN Report Hours
- DFW Wildlife Coalition (animal rehabilitation):TMN Report Hours
- DFW Wildlife Coalition (phone bank):TMN Report Hours
- Fort Worth Botanic Garden:TMN Report Hours
- Fort Worth ISD Outreach:TMN Report Hours

**Volunteers**

- [Volunteer Dashboard](#)
- [Search Opportunities](#)
- [FAQ](#)
- [Log out](#)

7. Complete the Date, Hours, What did you think, Describe, then select "OK"

TEXAS PARKS & WILDLIFE

### Report Service

Please select from the following survey(s):

CTMN initial training:TMN Initial Training Hours

**Opportunity Description:**

Initial class & field trips for incoming CTMN members.

**Initial Classroom and Field Trip Hours**

Date of the class or field trip: 08/16/2022

How many hours was the training?:

What did you think of the training?: Liked It

Describe your training: (255 character limit)

First session of training at FWBG

OK

**Volunteers**

- [Volunteer Dashboard](#)
- [Search Opportunities](#)
- [FAQ](#)
- [Log out](#)

## Volunteer Hour Opportunities

All volunteer hours must be earned through CTMN approved opportunities. Some examples are to help with the administration of the chapter by serving on a committee; join a work crew at a pollinator garden project; write an article for the chapter newsletter; take on a leadership position for a project or the chapter board; attend a community meeting to help spread the word about TMN; teach children about butterflies; observe birds for the annual Great Backyard Bird Count.

Service activities related to managing a local chapter provide multiple opportunities for volunteers to develop organizational management and leadership skills. Volunteer projects may be a series of short experiences, or they may involve the long-term efforts of a volunteer team.

**Volunteer hours recorded as a chapter member cannot be “double” counted for as a member of another organization such as a Master Gardener organization.**

A map of some of the CTMN volunteer opportunities are shown on the chapter website here: <https://txmn.org/crosstimbers/projects/> The calendar on the chapter website also shows volunteer opportunities at <https://txmn.org/crosstimbers/events-calendar/>

The various volunteer opportunities, how and when to volunteer, and who to contact about each opportunity is covered in one of the Training Class sessions. A comprehensive list of all the opportunities and details will be developed and posted on the CTMN website.

If you are interested in volunteering with a project not listed in the VMS menu, you must get pre-approval from the VH and AT coordinator or the full Board of Directors. Getting pre-approval may take 1-2 weeks. Questions about volunteer opportunities should be directed to the VH and AT coordinator at [volat@ctmn.org](mailto:volat@ctmn.org).

The CTMN approved Volunteer Hour opportunities are:

### AgriLife

All areas of volunteer work related to nature including landscape work. education, research projects, that meet the CTMN Mission Statement

### Amphibian Watch

Field research for Texas Amphibian Watch including reporting time

### Arlington Archosaur Site

Work with leaders in all areas associated with the goals of the project

Arlington Blackland Prairie (formerly New York Ave. Blackland Prairie)  
Work in cleanup and invasive plant removal. Lead walking tours in the park.

Arlington Conservation Council  
Work with ACC on various projects, including cleanup and habitat improvement.

Arlington Fielder Butterfly Garden and Monarch Waystation  
Cultivate plants and maintain the garden for Monarchs and other butterfly populations.  
Propagate plants for the annual plant sale.

Audubon Society  
Volunteer with chapter administration, bird watches, feeder watches, bird counts including recording time

Bird or feeder watch  
Cornell University Feeder Watch or annual bird counts with Audubon Society or other birding Groups

Birds of Prey Education Programs  
Providing education through working with raptors, and educating the public about the birds and their role in environment.

Bluebird box monitoring Monitor bluebird boxes in various locations around Tarrant & Parker county including City Parks.

Bluebird Society administration Work in administrative/planning for Bluebird society projects or programs.

Bluestem News (FWMNC&R newsletter)  
Writing articles and other participation in preparing and publishing the Bluestem Newsletter or other publications for the Friends of the FWNC&R

Bob Jones Nature Center  
Volunteer in numerous capacities at the nature center. Includes trail work, leading tours, working with children or adults in a training capacity. Working with fundraising efforts.

Botanical Research Institute of Texas  
All areas of volunteer work related to nature including landscape work. education, research projects, and herbarium work.

BRIT Seed School Prepare seed balls and work with children to help them understand the importance of germination and pollination.

### Butterflies in the Garden

Volunteer in various capacities at the bi-annual Butterflies in the Garden program held at the Fort Worth Botanic Gardens. Including being a docent in the exhibit or other staff duties

### Chandor Garden/Weatherford Parks & Recreation Nature Trail

Weatherford Parks & Recreation nature trail on a 13-acre wooded site west of Chandor Gardens. Volunteers will do species identification, maintain the woods and help trail.

### Chisholm Trail Park

Leading nature walks, participation in workdays, trail maintenance, provide bird house boxes for bluebirds to help support/monitor blue bird and/or species population at CTCP

### Chuck Silcox Park

Leading groups around the park to show off the biodiversity and educate members of the Public

### Chuck Silcox Park Public Outreach

Public Outreach- Facebook page, Nextdoor, Website

### Citizen Forester

Volunteering to learn how to trim and do the correct tree maintenance to preserve trees

### Citizen science/data collection (all other Texas counties)

Participation in iNaturalist competitions, BioBlitzes, and similar citizen science/data collection projects in other Texas Counties.

### Citizen science/data collection (Dallas County)

Participation in iNaturalist competitions, BioBlitzes, and similar citizen science/data collection projects within Dallas County.

### Citizen science/data collection (Denton County)

Participation in iNaturalist competitions, BioBlitzes, and similar citizen science/data collection projects within Denton County.

### CoCoRaHS

Community Collaborative Rain, Hail and Snow Network. Volunteers report rainfall, hail, and snowfall to the National Weather Service.

Colleyville Nature Center Enhance the overall beauty and quality of this natural refuge, while benefiting the man birds and pollinators. Caring for plants, trash removal.

## Coppell Natural Park Biodiversity Education Center

CTMN chapter administration Chapter Administration Work including Board meetings, prep time, and training class attendance. Includes work toward preparation or planning any regional or state TMN meetings.

## CTMN Community Outreach Events

Community outreach through presentations at any variety of local public events, such as CTMN booth, preparations, and presentation of Master Naturalist topics at garden clubs, home owners assoc, or similar.

## CTMN initial training

Initial class & field trips for incoming CTMN members.

## CTMN newsletter

Write articles, take photographs, prepare newsletter for distribution to members

## CTMN outreach

Represent CTMN and/or staff CTMN table at local events.

## CTMN speaker's bureau

Give talks to various public groups on specific nature topics, including presentations at TMN meetings

## CTMN sponsored activities

Participation as a volunteer in seminars, symposia, nature tours, outreach, lead field trips, native planting projects.

## CTMN/NPSOT SW Regional Library Native Plant Gardens

Landscape and maintenance of the gardens

## CTMN/NPSOT SW Sub-courthouse Native plant garden

Landscape and maintenance in the Native plant garden

## DFW Wildlife Coalition (animal rehabilitation)

Time spent on actual rehab of wildlife.

## DFW Wildlife Coalition (phone bank)

Phone bank to answer questions concerning injured or found wildlife. Includes referrals to licensed wildlife rehab members.

## Fort Worth Botanic Garden

Volunteer at Fort Worth Botanic Garden. Includes Green Team recycling, leading a class or working in any area of the garden that meets the CTMN Mission Statement

#### Fort Worth ISD Outreach

Assist with planting of native plants in school gardens or landscapes, plan and lead the projects, make a presentation to student or parent groups.

#### Fort Worth Nature Center and Refuge

All Volunteer activities- FWNC&R is a CTMN partner

#### Friends of Fort Worth Nature Center & Refuge

Participate in Friends board activities, volunteer at Buffalo Boogie- max 25 hrs per year for board activities

#### Friends of Lewisville Lake Environmental Learning Area

Volunteering with Friends of LLELA group at pollinator gardens, etc.

#### FWNC&R - guide tours

Docent or tour leader at the Fort Worth Nature Center & Refuge

#### FWNC&R - Support/Admin

Support for FWNC&R including reception, animal feeding, Natural Guard, and other support activities at the Center

Goodman Elementary School Butterfly Garden Assist in maintaining and giving council to students and teachers concerning the continued success of the butterfly garden.

#### Grapevine Parks & Rec

Lead or assist with Grapevine Parks & Rec field trips or GO WILD nature programs.

#### Holland Lake Nature Trail

Maintenance and upkeep of the nature trail

#### Horned Lizard Monitoring

Field research for Horned Lizard Monitoring including report prep time

#### iNaturalist

Record observations in public places using iNaturalist app or website.

#### Invaders of Texas

Give a lecture to public and private groups concerning Invasive plants of Texas

#### Invasive plant removal

Removal of invasive plants from local natural area habitats

LLELA BioBlitz Data collection at BioBlitz or other LLELA event (Lewisville Lake Environmental Learning Area)

#### Master Gardeners

Planning advance training classes for Trees, Greenhouse, and Rainwater Harvesting, other volunteer event hours meeting the Master Naturalist mission (hours cannot also be counted for Master Gardener volunteer hours)

#### Mineral Wells State Park

Butterfly garden and other landscape projects to assist Park staff

Molly Hollar WildscapeIncludes invasive removal, trail work, composting, planting & propagation of plants at greenhouse, Wildscape cleanup, work for the annual plant sale. Provide training.

Mussel Watch Field work in the Texas Mussel Watch program including reporting time

#### Natural habitat cleanup/improvement

Numerous area cleanups in the Cross Timbers. Including preparations and meetings with groups for planning cleanup activities. Also includes rehabilitating an area with native plantings.

#### Native Prairie Association of Texas - FW Chapter

Prepare and/or lead a prairie walk or workshop for NPAT. Survey work in local ecosystem. Prairie management and cleanup. Work for NPAT chapter.

#### Native Plant Association of Texas Administration

Serve on the Board or a committee of the local chapter of the Native Prairie Assn. of Texas. Maximum of 25 hours per year of reportable hours.

#### Native Plant Society of Texas volunteer activity

Volunteering with the Native Plant Society of Texas. Plant sale and work prior to the plant sales. Includes growing plants, working at plant sale, and outreach at area events.

#### Oliver Nature Park

Lead tours at the park and/or assist with school programs at the park

OS Gray Natural AreaGeneral upkeep around the park, including invasive plant removal, planting native plants, mulching, trail work, & trash pick up.

#### Pollinator Gardens at Knapp Heritage Park

Ongoing maintenance and replacement of plants when needed to provide a place and food for pollinators

Randol Mill Park Tree Farm  
Workdays and general upkeep

Randol Mill Park, Arlington  
Volunteering the the wildscape area and Pollinator Garden and other maintenance in the garden

Real School Gardens  
Work in Nature projects and gardens in various area schools

River Legacy Park  
Includes teaching classes or leading trail walks, manning the reception desk, clearing trash from trails, maintaining & building trails and bird walks, assisting with bird counts.

Reverchon Naturalist Magazine  
Write articles or do prep work for publication of the magazine

School demo gardens  
Work with school groups on planning, developing, and working in area school garden activities with special consideration of native plants.

Shari Capehart Nature Preserve, Arlington  
Cleanup trails, invasive plant removal, trail work at the Preserve. Prepare for meetings in an administrative role or as a speaker.

Speaker's Bureau  
Doing presentations for different organizations about Master Naturalist and programs that meet the mission of the Master Naturalist Program.

State Park volunteer activity  
Volunteer your time at any State Park in Texas

Stella Rowan Prairie, Fort Worth  
Work on Stella Rowan Prairie restoration; includes maintance for prairie, monarch waystation a nd other related activities.

Tandy Hills, Fort Worth  
Includes invasive removal, trail upkeep, trash pick up, other landscape activities, leading hikes wildflower tours or other educational programs offered: PrairieFest & FWISD School programs

Texas Bat Friendly Bridges survey  
Survey of area bridges for TPWD bat bridge study. Must have prior training for reporting hours

Texas Native Cats Program  
Volunteering with the Texas Native Cats Program

Texas Stream Team (Texas Water Specialist Program)  
Gathering water sample data for Texas Stream Team reporting program. Must have been certified by Stream Team training

Texas Wildlife Association  
Lead a group or volunteer in other teaching/training capacities with TWA

Texas Master Naturalist Virtual Volunteer Service  
A series of short project sessions highlighting virtual and distanced service opportunities to the TMN Program and enhancing available safe and health-conscious service opportunities during these historic times.

TPWD Programs  
Texas Parks and Wildlife programs, educational and research projects such as the North Texas Urban Wildlife Monitoring Project and demonstrations at events such as Mayfest.

Turtle Watch Monitoring  
Field work and reporting time for the Texas Turtle Watch Monitoring program

TXMN annual conference and TXMN Regional conferences  
Volunteer time at the conferences. Also includes any preparation work

TXMN Volunteer at projects and programs  
Volunteer time working on different projects and programs that meet the Mission Statement

White Settlement Pollinator Gardens  
Preparing, planting, and maintaining the City of White Settlement's pollinator gardens

## **Advanced Training Opportunities**

Each AT opportunity must meet the following criteria:

- Promotes continued learning and development of naturalist skills.
- Provides Master Naturalists with practical knowledge and skills to work in volunteer efforts.
- Directs trained volunteers toward specific programs in need of their services.

- Covers natural resource issues and information applicable to Texas with a preferred emphasis on the chapter's local community or ecoregion.
- Allows questions and interaction between the speaker and the participants. The only exception to this is the Texas Master Naturalist provided "TMN Tuesday" opportunity which can be viewed as a recording or viewed live.

Questions about AT opportunities should be directed to the VH and AT coordinator at [volat@ctmn.org](mailto:volat@ctmn.org).

We encourage members to recommend speakers and/or presenters for monthly chapter meetings; recommendations should be directed to the Vice President at [vp@ctmn.org](mailto:vp@ctmn.org).

The CTMN approved AT opportunities are:

AT: TMN Tuesday

Presented by Texas Master Naturalist Program. \*\*Only AT which may be viewed live OR pre-recorded, from the current calendar year.

AT:Texas Waters Certification Training

TPWD resources on management of water as a natural resource in the state of Texas.

\_AT:AgriLife

Attend presentation on the Agrilife SmartScape, YardSmart, Water University, or other AgriLife programs

\_AT:Aldo Leopold Workshop

Training in the Aldo Leopold Workshop program

\_AT:Arlington Conservation Council

Attend presentations at the monthly meetings. Topics must meet CTMN guidelines for AT.

\_AT:Audubon Society

Attend monthly meetings of the Audubon Society. Attend and participate in birding trips or other educational training and presentations.

\_AT: Bear Creek Ranch

Attend naturalist-led prairie tours and presentations held at Bear Creek Ranch.

\_AT:Blackland Prairie MN Chapter

Attend meetings, presentations, or prairie tours presented by the Blackland Prairie Master Naturalists. Maximum one hour of AT.

\_AT:Bluebird Conference

Attend lectures and programs at regional or state meetings of the Texas Bluebird Society and related groups.

\_AT:Bob Jones Nature Center

Attend naturalist-led tours and workshops at Bob Jones Nature Center in Southlake.

\_AT:Botanical Research Institute of Texas

Attend classes, lectures, or workshops on composting, water conservation, native plants and other topics relevant to the Cross Timbers region.

\_AT:ButterFlies in our Lives

Training about butterflies & pollinators & their value to our ecosystem. Often taught at FWNC&R and other nature centers

\_AT:Butterflies in the Garden

Training for "Butterflies in the Garden" program

\_AT:Chisholm Trail Community Park

Attend naturalist-led prairie tours and presentations held at Chisholm Trail Community Park.

\_AT:Citizen forester Presentations and training

Programs, Presentations & Initial training and follow-up training for the Citizen Science Program

\_AT:Composting training

Attending composting classes at local parks and other areas. Includes state sponsored Master Composter course.

\_AT:CTMN approved Online Presentation/s

Attending Online Presentation/s meeting the CTMN mission statement and approved by CTMN. Live presentations as long as there is some way to interact with others. Live chat or live Q&A. Recorded presentations okay only if there is some way to interact with speaker and/or other audience viewers. Exceptions: TMN Tuesdays, TMN Annual Meeting presentations.

\_AT:CTMN Monthly meetings- 1 hr max

Attend regular monthly meetings with speaker. One hour of Advanced Training is reportable.

\_AT:Elm Fork MN Chapter

Attend monthly meetings of Elm Fork Master Naturalists. Maximum one hour of AT.

\_AT:Fort Worth Botanic Gardens

Attend classes, lectures, or workshops on composting, water conservation, native plants and other topics relevant to the Cross Timbers region.

\_AT:Fort Worth Nature Center and Refuge

Attend walk or other program led by Nature Center staff, naturalist, or docent.

\_AT:Greater Fort Worth Sierra Club

Advanced Training at Monthly meetings. Must meet CTMN requirements for local ecosystem or acceptable generic topics.

\_AT:Higher ed courses

Attend college or university classes with science-related topics. Must be pre-approved. Hours reporting cannot be related to a requirement for your employment.

\_AT:INaturalists

Presentations and training from the INaturalists Program

\_AT:Invaders of Texas

Attend the initial training for the Invaders of Texas program on invasive plants. Attend any field trips with teaching or training involved

\_AT:Lake Mineral Wells Hikes and Events training

Training to lead hikes and events at Lake Mineral Wells State Park in Parker County.

\_AT:Master Gardeners

Attend lecture, presentation, or workshops, advance training classes provided by local Master Gardeners. Topics may include native plants, landscape design, water conservation, etc.

\_AT:Molly Hollar Wildscape lectures

Attend lectures and mini classes taught by Molly Hollar Wildscape volunteers.

\_AT:Mussel Watch training

Attend the class room and field training to become a field researcher for the Texas Mussel Watch/Monitoring program, Part of the TX Parks & Wildlife Texas Nature Trackers program.

\_AT:NAI Certification Training

Take the class to become a Certified Interpretive Trainer. Training is to certify that an individual has the skills and knowledge to effectively perform as an interpretive professional.

\_AT:Nature Guided walks or field trips in the Cross Timbers ecosystem

Nature walks and field trips held at any natural area in the Cross Timbers ecosystem.

\_AT:Nature walks led by area naturalists

Nature walks and field trips led by area naturalists in local ecosystems and nature areas.

\_AT:North Central Texas MN Chapter

Attend a monthly meeting of the North Central Texas MN meeting

\_AT:Not otherwise listed

Acceptable AT not otherwise listed. Must detail the activity, location, and speaker/leader

\_AT:NPAT

Attend presentations of Fort Worth Chapter of the Native Prairie Association of Texas meetings.

\_AT:NPSOT conferences

Attend State or Regional Conference meetings and lectures on Native Plant Society of Texas

\_AT:NPSOT lectures

Monthly meetings of Native Plant Society of Texas. Report one hour of AT for lectures presented at a given meeting.

\_AT:Oliver Nature Park

Nature walks and other presentations at the Nature area. Presented by staff and local naturalists.

\_AT:OS Gray Nature Area

Tours led by area Naturalists including birding and plant identification

\_AT:Plant ID & BioBlitz

Attend Plant ID training and BioBlitz walks with trained naturalists

\_AT:Project Wild training

Training for Project Wild, a TPWD program

\_AT:Rio Brazos MN Chapter

Attend a Rio Brazos MN Chapter meeting report time of program or presentation

\_AT:Riparian workshops or symposia

Workshops on the Riparian habitat taught by Tarrant Regional Water District, TPWD, or other agencies

\_AT:River Legacy Docent Training & Guide-Led Tours and Walks

Docent or other training for leading groups in activities and Guide-Led Tours and walks.

\_AT:Sheri Capehart Nature Preserve

Attend prairie walks and tours lead by area naturalists. Attend meetings of the Friends of the SWNP

\_AT:Tandy Hills training

Training for CTMN members to lead wildflower tours, BioBlitz, or other lectures held at Tandy Hills. Often taught by FWNC&R staff or area Naturalists.

\_AT:Texas Amphibian Monitoring training  
Training for Texas Amphibian Monitoring program

\_AT:Texas Bat Symposia  
Annual State meeting to be held at various locations. report hours from programs and presentations

\_AT:Texas Native Cats Presentations and Training  
Presentations and Training

\_AT:Texas Stream Team training  
Attend the Training to become a member of the Texas Stream Team survey group.

\_AT:TPWD Presentations and training  
Any presentations and training provided by Texas Parks & Wildlife

\_AT:Tx Metro Wildlife Training  
Training on rehabbing squirrels. intake and release. A one-day program

\_AT:TX MetroWildlifeRehab-intro  
Introduction to Wildlife Rehabilitation

\_AT:TXMN conference  
Attend programs and presentations at state and regional Master Naturalist conferences

\_AT:Urban forestry conference  
Annual conference of the area Urban Forestry groups

\_AT:VMS Training  
Advanced Training, Volunteer Management System Training, bring your laptop if you have one

\_AT:Water conservation  
Attend lectures or workshops on local water conservation topics and techniques.

\_AT:Whooping crane tour  
Rockport, Tx, Aransas Nat'l Wildlife Refuge, and other coastal area birding routes to observe whooping cranes

## 2022 Board: Officers and Committee Directors

President	Sharon Hamilton	<a href="mailto:president@ctmn.org">president@ctmn.org</a>
Vice President	Mary Beth Lampe	<a href="mailto:vp@ctmn.org">vp@ctmn.org</a>
Secretary	Glenda Walker	<a href="mailto:secretary@ctmn.org">secretary@ctmn.org</a>
Treasurer	Chris Castoro	<a href="mailto:treasurer@ctmn.org">treasurer@ctmn.org</a>
Membership	Debbie Stilson	<a href="mailto:membership@ctmn.org">membership@ctmn.org</a>
Programs	Mary Beth Lampe	<a href="mailto:programs@ctmn.org">programs@ctmn.org</a>
Outreach	Sharon Hamilton	<a href="mailto:outreach@ctmn.org">outreach@ctmn.org</a>
Education	Melinda Pajak	<a href="mailto:training@ctmn.org">training@ctmn.org</a>
Hours – Vol & AT	Theresa Thomas	<a href="mailto:volat@ctmn.org">volat@ctmn.org</a>
Records	Theresa Thomas	<a href="mailto:records@ctmn.org">records@ctmn.org</a>
Hospitality	Sandy Thornburgh	<a href="mailto:hospitality@ctmn.org">hospitality@ctmn.org</a>
Newsletter	Evan Vaughn	<a href="mailto:newsletter@ctmn.org">newsletter@ctmn.org</a>
Technology	Frank Keeney	<a href="mailto:webmaster@ctmn.org">webmaster@ctmn.org</a>
Diversity, Equity, Inclusion, Access (DEIA)	Gina Alexander	<a href="mailto:g.alexander@tcu.edu">g.alexander@tcu.edu</a>

Officers include the President, Vice President, Secretary, and Treasurer, who are elected to serve two-year terms. Committee Directors are chosen by the President with agreement from the other Board members.

## Texas Master Naturalist Chapter Management and Operations Protocols

The Chapter Management and Operations Protocols of the Texas Master Naturalist Program is the authoritative reference for the management and protocols for chapters and is found here:

<https://txmn.tamu.edu/wp-content/uploads/2021/12/CMOP-2021-Nov.pdf>

Each topic covered in this handbook is explained in detail in the CMOP document.