

VMS Codes

Use the codes below for logging Volunteer Service in VMS. Please use the correct code because it's harder to correct after it has been entered. If you have questions, contact membership@camn.org

CODE	OPPORTUNITY	DESCRIPTION	EXAMPLES
AT	Advanced Training	Advanced Training you attend as a participant	<ul style="list-style-type: none"> • AT sessions at TMN Statewide Annual Meeting • Rainwater Harvesting Steward Program Training • Project WILD Instructor/Facilitator Training • Monthly chapter meetings
CB	Chapter & Program Business/Administration	Activities related to managing and running a master naturalist chapter and its committees.	<ul style="list-style-type: none"> • Board of Director or committee duties • Newsletter or website management • Management of chapter records • Hours reporting (not personal hours) • Representing chapter at multi-chapter events • Other chapter administration • Assistance to State Program Office
FR	Field Research (Including Surveys)	Planning, leading, or participating in data collection and/or analysis of natural resources where the results are intended to further scientific understanding.	<ul style="list-style-type: none"> • Field surveys • Banding and tagging • Amphibian and/or Bird Counts
NPA	Nature/Public Access	Field-based activities that improve and manage the public's access to natural areas or resources. Creating and/or maintaining nature trails, wildscapes and/or interpretive areas.	<ul style="list-style-type: none"> • Working on hiking trails • Working on interpretive gardens • Working on wildlife viewing blinds • Working on wildscapes for public access or viewing • Developing interpretive hikes (NOT leading)
OT	Other	Any activity approved by a chapter that is not defined above. In general a chapter should only have a small percentage of hours in this activity (< 5%). When this activity code is used, a chapter should investigate the reason.	<ul style="list-style-type: none"> • Contact Membership committee for approval

PO	Public Outreach (Indirect)	Leading, organizing, or staffing an educational activity where participants come and go and are able to inquire on a broad set of topics. Writing an educational article or brochure.	<ul style="list-style-type: none"> • Manning booth or visitor center • Writing articles or brochures • Wildlife Hotline
RM	Natural Resource Management	Activities that improve the health of a natural area or resource. Natural resource management, restoration, rescue, and rehabilitation. Projects intended to improve the health of the resource or ecosystem for its own sake, NOT for the sake of greater public access, appreciation or interpretation.	<ul style="list-style-type: none"> • Invasive species or trash removal • Plant rescue or seed collection • Restoring or improving natural habitat • Building/placing wildlife houses, towers, chimneys • Developing an eco-system plan • Wild animal rescue
TG	Technical Guidance	Any work that provides written management recommendations to land owners and/or land managers.	<ul style="list-style-type: none"> • Writing ecosystem management plans • Land Management Assistance Program (LMAP) • City/Community/Regional Habitat Conservation Plan Committee
TR	Training & Educating Others (Direct)	Leading, planning, instructing, or staffing an educational activity where participants have a planned learning objective and generally stay for the full event (e.g., planned start and end times with a single agenda).	<ul style="list-style-type: none"> • Classroom instruction • Workshops • Presentations • Webinars • Chapter Training class • Leading interpretive hikes