

## **ASSOCIATE MEMBERSHIP INFORMATION AND APPLICATION FORM**

The Selection Board meets annually at The Art Workers' Guild, 6 Queen Square, London WC1 in **mid June**. The Board is composed of all Fellows of the Society.

### **ARTICLES OF ASSOCIATION**

Article 6:

The membership of the Society shall consist of six classes, viz: (1) Fellows, (2) Associates, (3) Craft Associates, (4) Ordinary Members, (5) Honorary Fellows and (6) Institutional Subscribers, of whom a register shall be kept by the Secretary. The first four classes and the sixth shall be subscribing members, the fifth non-subscribing members. The first three classes shall consist of qualified practising crafts(wo)men and artists and membership of these classes shall thus constitute a professional qualification.

None of the six classes of membership is entitled to make personal use of the Society's logo or to reproduce it in any form. The logo of the Society is for its own corporate use.

### **ASSOCIATE MEMBERSHIP**

Article 8: Associates (AMGP) shall be elected from those who are current Ordinary members of the Society and must be individuals not less than twenty-five years of age, with a minimum of five years' relevant experience, able to impress the Selection Board with their excellence in designing and making in the medium. Members who have been elected as Associates and who have paid their annual subscription to the Society are entitled to use the designation AMGP

The Selection Board will ask the following questions when looking at submissions.

1. Has the applicant applied for the correct category of membership?
  2. Does the applicant demonstrate a clear understanding of what is required of a new design in terms of treatment of the subject matter in question?
  3. Is the design suited to its setting?
  4. Do the choice and use of materials and techniques show the necessary judgement and skill?
  5. Have the techniques been executed to an acceptable standard?
  6. Does the applicant exhibit intellectual and practical rigour in the design and manufacture of work?
  7. If fabrication of the commission has not been executed exclusively by the applicant, have all aspects been supervised appropriately, demonstrating a complete understanding of the process?
  8. Are the projects submitted safe and fit for their purpose?
  9. Would you as a Fellow or Associate Member be happy to recommend this applicant to the general public?
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**BRITISH SOCIETY OF MASTER GLASS PAINTERS**  
**APPLICATION FOR ASSOCIATE MEMBERSHIP**

N.B. please enter all information legibly either typed (preferable) or in dark ink as these sheets may be photocopied.

TITLE ..... FULL NAME: .....

ADDRESS: Please enter the address to which mailings in connection with your application should be sent

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TELEPHONE: (Daytime) ..... (Evening).....

Email:.....

DATE OF BIRTH: .....

Applicants must be at least 25 years of age.

DATE OF ANY PREVIOUS APPLICATION: .....

Previously unsuccessful candidates may reapply after 2 years.

CATEGORY:.....

Applicants must state which category they are applying for: Craft Associate or Associate membership. Applicants can only apply to one category.

**DECLARATION**

As a member of the British Society of Master Glass Painters in good standing, i.e. a fully paid up member of the British Society of Master Glass Painters, I undertake to abide by its Bye Laws/Articles of Association and Code of Practice, a copy of which I have received.

Please see Article 18: Any Fellow/Craft Assoc/Associate member who does not pay their annual subscription forfeits the right of that membership. The applicant will no longer will be able to use AMGP or have work shown on the Society's website.

Article 6: None of the six classes of membership is entitled to make personal use of the Society's logo or to reproduce it in any form. The logo of the Society's is for its own corporate use.

I enclose:

- Completed application form and cheque made out to BSMGP for the correct amount. of £39.50 (50% of current Associate Membership subscription)
- Completed form for each stained glass commission submitted, 10 in number, as detailed in application form.
- 20–30 supporting slides, numbered and titled correctly or CD-ROM with each image correctly numbered and titled, in jpgs or PowerPoint as detailed in application form.
- 10 Original scale designs to correspond to work submitted.

I understand these materials may be retained for up to three months.  
I affirm that all the information supplied in support of my application is true to the best of my knowledge.

Signature:..... Date:.....

**All applications must be submitted to:  
C Benyon 21 Priory Rd, Hampton, Middlesex, TW12 2NS by 1 June.  
Please notify C Benyon at least 1 month in advance if you are intending to submit an application for this year and whether you are intending to submit your designs in electronic form (jpgs or .ppt files) on a CD-ROM.**

Applications received after the deadline may be admitted at the Convenor's discretion, but may be deferred until the next meeting of the Selection Board, which will normally only occur annually.

**PLEASE NOTE:**

"The Selection Board may request further information from the applicant or other sources, invite the applicant for interview, arrange a site visit or request any other material in support of an application, which, according to its judgement, is relevant to its considerations.

Applicants will normally be advised in writing of the outcome of their applications within 28 days of the meeting of the Selection Board. The decision of the Selection Board will be final and no correspondence will be entered into other than the written notification of the outcome."

(Byelaws, 17 June 1994)

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### **Application requirements:**

- 10 stained glass works must be submitted for consideration by the Selection Committee and a minimum of five works of these submissions must be in an architectural setting.
- For each work submitted give details of the design brief and in your own words a typed account of how you approached it.
- Additional materials such as panels, cartoons, drawings or photos of other artistic works in another medium may additionally be submitted by arrangement with the Convenor.
- If including a panel with your submission it will need to be delivered and collected on the day the Selection Board meets at the Art Workers' Guild in London, unless you have made alternative arrangements with the convenor. Responsibility for transport and insurance rests with the applicant.
- A completed form (provided) must be attached to each stained glass work submitted.
- 20–30 slides or electronic images on a CD-Rom of **jpgs** or preferably Powerpoint numbered and titled to correspond to work submitted.
- Typed CV to include an in depth summary of experience to date including education, training, events/conferences attended/ subscriptions to societies, publications etc. Indicate dates, types of study, qualifications earned, names of institutions, studios and stained glass teachers and any Awards won. Indicate any apprenticeships and studios worked for, with relevant dates and/or dates of freelance practice. Information about training will not affect the outcome of your application.
- Include any additional material you feel it would be beneficial, for example you may bring a full-scale cartoon and/or additional materials of work in another medium to show to the Selection Board. This should be discussed with the Convenor in advance of the meeting.
- State clearly your role in each project, whether you are the designer and maker or designer and supervisor of the execution. If fabricated by someone else state the nature and extent of their role and yours.

The Selection Board may request further information from the applicant or other sources, invite the applicant for interview, arrange a site visit or request any other material in support of an application, which, according to their judgement, is relevant to their considerations. Applicants will normally be advised in writing of the outcome of their application within 28 days of the meeting of the Selection Board. The decision of the Selection Board will be final and no other correspondence will be entered into other than the written notification of the outcome. An unsuccessful applicant will be ineligible for reconsideration within two years of the date of his/her unsuccessful application.

**BE SURE YOU HAVE COMPLETED A FORM FOR EACH WORK SUBMITTED AND THAT YOUR NAME IS ON EVERY SLIDE, DESIGN, CD AND PIECE OF PAPER SUBMITTED.**

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## CODE OF PRACTICE

### **BSMGP members will:**

- I. familiarise themselves with, comply with and be subject to the Memorandum, Articles of Association and Byelaws of the Society.
- II. conduct all work with integrity and within the law, accepting responsibility for their own work and for work sub-contracted by them, demonstrating by personal example the conduct of a professional.
- III. make every endeavour to ensure that all work is carried out to the highest standards, including any sub-contracted work.
- IV. submit estimates and will endeavour to work within them or to explain and negotiate any necessary revisions in consultation with clients.
- V. act honestly and ethically in all dealings and will take due care to respect the relevant interests of clients and fellow professionals.
- VI. observe copyright law regarding art and artwork.
- VII. observe those laws relating to the care and maintenance of ecclesiastical buildings (e.g. the Faculty Jurisdiction of the Church of England) and historic buildings in general (e.g. Planning regulations and legislation protecting DNH Listed Buildings.)
- VIII. be familiar with current Health and Safety regulations.
- IX. eschew discriminatory behaviour on irrelevant bases of gender, race, disability, sexual preferences or cultural variations.
- X. make clear in any public statement that they are acting in a personal capacity, unless authorised by Council to speak or act on behalf of the Society.
- XI. do nothing to bring the Society into disrepute.
- XII. cooperate with any investigations initiated by the Society arising from complaints against any member alleged to have infringed this Code.

**ASSOCIATE APPLICATION**

(Please complete a separate form for each of ten works submitted)

Submission no. ... (This number to be marked clearly on all corresponding material.)

TITLE.....

If architectural: Private/Public/Church/other .....

If an autonomous panel: Exhibition/other purpose.....

ADDRESS of site .....

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NB If the location is confidential please indicate here and discuss with the convenor in advance.

LOCATION within the building (Please attach a sketch map if necessary)

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CONTACT name.....Tel. number.....

DIMENSIONS: Width..... Height.....

MATERIALS AND TECHNIQUES used .....

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YOUR ROLE: Designer/maker

Designer/supervisor of making (In this case please give the name of the maker and describe your supervisory role in detail)

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Please give details of the design brief and describe your approach to it