

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

**Craft Associates (CAMGP):** *This category of membership is for those members of not less than 25 years of age working in the craft in good standing and able to demonstrate an understanding and competence in glass execution, specifically for makers or conservators/restorers in stained glass but not artists and designers.*

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.

According to Article 8, Craft Associates (CAMGP) shall be elected from those who are Ordinary members of the Society and must be persons of not less than twenty five years of age with a minimum of ten years' practical experience and able to demonstrate to the Selection Board that she/he is competent to work independently not only in their own discipline but has a knowledge of all aspects of the craft including making, knowledge of methods and materials, site fixing and understanding of related craft disciplines.

Members who have been elected as a Craft Associate and who have paid their annual subscription to the society are entitled to use the designation CAMGP as appropriate.

The Selection Board will ask the following questions when looking at submissions to establish whether or not the following competencies have been demonstrated:

1. Has the applicant applied under the correct category? Those who also undertake designing should not apply for CAMGP.
2. Does the applicant demonstrate thorough craft competence and the ability to work unsupervised to a high standard?
3. Does the applicant demonstrate a high level of understanding of materials and techniques available?
4. Does the applicant demonstrate a clear understanding of the extent of their own expertise and the need to operate strictly within these boundaries?
5. Does the applicant understand the need for continual professional development, and do they demonstrate this development in their own practice.
6. Would you as a Fellow or Associate member be happy to recommend this applicant to the general public?

**BRITISH SOCIETY OF MASTER GLASS PAINTERS**

**APPLICATION FOR CRAFT ASSOCIATE MEMBERSHIP**

N.B. please enter all information legibly and 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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.....  
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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 ie a fully paid up member of the British Society of Master Glass Painters, I undertake to abide by its Code of Practice, a copy of which I have received.

I enclose a completed application form, CV, written descriptions of 10 projects with minimum 20-30 supporting slides or CD-ROM, client details, and a cheque made payable to BSMGP in the sum of £39.50.

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 including comment from the local DAC, 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).

**Please include with your application:**

- 1a. A folio of 10 projects demonstrating a high level of technical complexity and craft discipline and personal responsibility within the project/s. To include initial reports/estimates, conservation/restoration proposals, and documentation pre and post conservation/restoration.  
OR
- 1b. For non restoration/conservation projects please include a folio of 10 projects demonstrating high levels of technical complexity, craft discipline and personal responsibility within the project/s. Five of these projects should be in architectural settings.  
Details of each project should be entered on the enclosed forms, and where possible attached to the work concerned (i.e. if not submitted as electronic images).
2. References from all the architects and or clients involved in these 10 projects.
3. An in depth summary of experience to date including training, events/conferences attended/ subscriptions to societies, publications etc.
4. Letters of support from 2 sponsors who are at least ordinary members and one from studio where employed if appropriate.
5. Proof of adequate insurances to carry out work.
6. Please include a list of places and contact details where work can be seen by members of Selection panel.
7. If applicants feel it would be beneficial they may include samples of work showing their primary specialist skill with their application. This should be discussed with the Convenor in advance of the meeting.

State the type of commission/restoration/conservation project, the name and address of the site, and whether or not it can be viewed. If it is in a private building, supply a name and contact number if access is possible. If any information is confidential, it should be listed separately and marked clearly "CONFIDENTIAL". Specify the location of your window within the building, preferably with the aid of a sketch plan, especially if there is other glass in the building.

For each project, give details of the brief, if relevant, and the dimensions, width first. Describe the materials and techniques used. State clearly your role in each project and if applicable the supervisor of execution.

If submitting slides please detail them: 1a, 1b, etc., listing them in the order they are to be viewed. Describe each slide briefly. Indicate on the slide itself which way up it should be viewed.

If sending CD-ROM please use captions that correspond to each project.

## **2. CLARIFICATION OF WORK SUBMITTED**

- a. Please describe briefly and cross reference images to the list of works, using the same title or reference numbers.
- b. 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.
- c. All panels and samples of work included with your submission 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.

## **3. YOUR CV: DETAILS OF EDUCATION, TRAINING & WORK EXPERIENCE**

Indicate dates, types of study, qualifications, scholarships or awards, names of institutions, studios and stained glass teachers. Indicate any apprenticeships and studios worked for, with relevant dates and/or dates of freelance practice.

All information supplied in this form will be treated with complete confidentiality.

***Be sure your name is on every slide, design, CD and piece of paper submitted.***

## 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 (eg. 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.

# CRAFT 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: Maker /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