

Our Co-op is an inclusive community. Every member of the Co-op holds shares in it and is entitled to one vote. Members can gain additional access to facilities based on their skill level and experience.

There are three access levels in the hot shop, and one in the flameworking studio. Members can move from one level to another on approval. New members in the hot shop must have a staff person present to supervise during their first blow slot.

The following levels are about use of TCGC facilities and equipment only. For advice on instruction between members, please see the TCGC Policy on Teaching Between Members. Private lessons for non-members may only be arranged through the TCGC office.

## **HOT SHOP USE**

### **Student Member**

- Must have taken one TCGC course or equivalent.
- Must work with a Gaffer Member or instructor at all times.
- May assist Gaffer Members or instructors.
- May not assist Apprentice Members without the supervision of a Gaffer Member or instructor.

### **Apprentice Member**

- May work unsupervised in pairs, not alone.
- Must be approved through evaluation by the Studio Manager.
- Must have completed approximately 60 hours of hot shop courses and practice (see next page) or equivalent.
- May assist Gaffer Members.

### **Gaffer Member**

- Must be approved through evaluation by the Studio Manager.
- May use the studio facilities alone and unsupervised.
- May use and supervise Apprentice or Student Members as assistants.
- Is responsible for safe conduct of Apprentice or Student members assisting them.
- May work with one-time approved visiting (non-member) artist, with advanced notice.

## **FLAME SHOP USE**

Must have taken a TCGC course or 6 hours of private lessons (or equivalent) to work unsupervised.

## **COLD SHOP USE**

Must have taken a cold shop orientation class before using any equipment in the cold shop. (Manual bead removal tools excepted.)

## **SANDBLASTER USE**

Must have taken a sandblaster orientation class or an Introduction to Sandblasting one-day course before using the sandblaster.

## Hot Shop: Progression from Student to Apprentice Member

**“How much time does it take until I can become an Apprentice?”** The answer is different for every user, but we have come up with an **estimate**. We really want our members to learn in a direction that will set them up for success in the hot shop. We advise that people take our Glassblowing classes to get the most out of our learning options. But we also have learning alternatives for those who are unable to take the 12 weeks of classes.

We also want you to know that practice is an important part of successfully achieving goals in the hot shop. We want to facilitate practice time, and we have several options available for progressing through our learning continuum.

### How many hours of experience are required?

Approximately 60; here are some examples of how that could work:

- 36 hours of course instruction plus 6 Newbie Nights (60 hours)
- Or 18 hours of course instruction plus 11 Newbie Nights (62 hours)
- Or 12 hours of course instruction, 1 private lesson plus 11 Newbie Nights (60 hours)
- Or 4 private lessons (16 hours) plus 11 Newbie Nights (60 hours)

Generally, this requires an investment of at least 18-19 weeks.

### What is Newbie Night?

Newbie Nights are supervised blow slots reserved for students (members or non-members) who wish to continue practicing after their class is over. Newbie Nights offer a supervised practice environment. Newbies are responsible for finding their own partner for the blow slot, and can book slots online, when offered.

### What do I have to do/know to be approved to rent on my own?

#### Skill Assessment

Because people learn at different rates, an individual assessment is necessary even when you have 60 hours under your belt. During your skill assessment, we will ask you to demonstrate making a tumbler, a task you should be comfortable with after having approx. 60 hours of experience.

Skills required:

- Clean gathering: no dripping or hitting the door with hot glass
- Care and gentleness when using equipment
- Starting a bubble
- Safe use of colour, including chopping colour
- Use of baking soda
- No dropping pieces in glory hole, or proper care if it does happen
- Following safety guidelines (printed elsewhere)
- Blocking: appropriate use, not letting them get sticky or dry
- Safe crack-off
- Clear communication with other blowers, renters
- Spatial awareness and consideration of others

## Equipment Use

You should be able to demonstrate safe, efficient and proper use of the facilities. The following are things you are expected to know in order to use the studio:

### Glory Holes

- Lighting up and turning off
- Pig noses and doors
- Adjusting the mix for reduction on glory holes

### Annealer

- Checking annealer control panel (Digitry)
- Turn annealer on in case it's accidentally turned off
- Safe and efficient annealer loading– use of sleeves and face shield
- Cracking and emptying annealer
- Sending annealers up and down
- Racking the annealer
- What to do with other people's colour bar
- What to do with your colour bar from yesterday

### Furnace

- Turning up and down
- The door: how to open and close
- Recycling clear glass
- Signs of trouble

### Caring for tools

- No wax on tools that don't need it
- No twisting or torqueing hand tools
- No dropping or abusing tools
- Capping blowpipes if quenching in water
- How to clear a blocked pipe
- How to not overheat a pipe
- Keep blocks wet
- Kevlar glove and tong use: don't get them wet, don't let them smolder
- Mark all of your own tools

### Special Equipment

- Powder box
- MAPP gas torch
- Ranger and mid-range torches
- Crusher

### Clean up

- Throw away worn out paper, stringer

- Sweep
- Put everything away
- Put equipment back to its default position
- Follow checklist by door

Make it easy for us to deal with your work

- If making ornaments or lots of small things, leave a crate or box with your name on it.
- Where to find your work from your last blow slot

It is your responsibility to ensure that you are comfortable with all the skills listed above. But we are here to help! Ask the Newbie Night Supervisor or your course or private lesson instructor to show you these skills.

When you feel you are ready, contact the Studio Manager at [studio@terminalcityglass.com](mailto:studio@terminalcityglass.com) and ask for your Apprentice Assessment. They will arrange a time with you to assess your skill level.

## **Hot Shop: Progression from Apprentice to Gaffer Member**

Access to the Hot Shop is staged in three levels: Student, Apprentice and Gaffer. This process is designed to support steady progression as a glassblower while ensuring safety of members and integrity of the equipment.

The most accessibility but also the most responsibility is accorded to Gaffers. Gaffer members demonstrate a high level of skill on the floor, competency dealing with exceptional situations such as emergencies, and are recognized as leaders within the TCGC community. As a Gaffer you can work solo and also work with Students and Apprentices as your assistants.

As the senior glassblowers in the studio Gaffers are expected to set a good example and assist in the development of more junior members. They are expected to step up and take responsibility for the safe and productive operation of the studio when required.

There is no set length of time required to become a Gaffer, but several years' experience and completion of a program of training are strong assets.

If you would like to be considered as a Gaffer, please notify our Studio Manager at 5 studio@terminalcityglass.com. The Studio Manager will assess you for various skills such as competency with hot glass and other concrete skills such as programming the Digitry and operating hand torches.

Other qualities expected of a Gaffer such as leadership and responsibility will be assessed by members of the Studio Committee.