

## Residency Program Handbook

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### MISSION OF THE STEEL YARD AND PURPOSE OF THE ARTIST IN RESIDENCE PROGRAM

The Steel Yard's historic campus is a platform for professional artists, makers and the community to practice and learn the industrial arts. The organization fosters creative and economic opportunities, by providing workspace, tools, training and education, while forging lasting links to a local tradition of craftsmanship.

The Steel Yard's Residency Program is designed to assist emerging to mid-level artists in growing and strengthening their art practice in a supportive, cooperative environment through access to the Steel Yard's studios and facilities. Participating artists have the opportunity to work together, to take part in community events and sales and to be creative leaders in a vibrant community shop. Most of all, residents get an all access pass to our studios in pursuit of their own work.

**STEEL YARD VISION:** At the Steel Yard, we believe everyone regardless of their background or previous experience deserves access to the education, skills and equipment needed to directly improve their conditions and community. We believe that anyone can create, and the act of creation introduces unique experiences and deep appreciation for art and craftsmanship.

We believe that every member of our community interacts with the Yard in unique ways. They are "Yardies", stewards and champions of the creative space and spirit. We believe that creative contributions to society have an innate cultural and economic value. We believe that mentorship can provide new generations with opportunities for financial and ideological independence and strong, stable support networks. We believe that there is great value in sharing knowledge openly across disciplines, generations and diverse life experiences.

We believe that historic preservation, reclamation, and revitalization ground us, and connect us to the past. We believe

that access to industrial space for artists is an important indicator of the economic health of our city. We believe that it is our responsibility to understand the environmental impacts of our work and to make sustainable choices whenever possible.

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## WHAT TO EXPECT

For the benefit of the cohort and the individual artists, residents are expected to be active members of the program; this includes dedication to your own artistic practice and attendance at scheduled departmental meetings or studio cleanups. Program participation requires that Residents be active in their creative process – this included maintaining a studio practice during their term, and participating in occasional Steel Yard fundraisers or studio cleanups. Upon exiting the Residency program, participants are asked to provide 5 images of the work that they created during their term, or as a direct result of their time at the Yard.

**STUDIO SPACE:** The Steel Yard hosts Residency opportunities in Ceramics, Light Metals, and Metals (Foundry, Blacksmithing, and Welding). All residencies include shared studios and tools along with personal storage space. Residents will have use of their respective studios except during teaching times, special events, or when the Steel Yard is closed.

**Ceramics:** The Steel Yard supports ceramics artists working both on and off the wheel. Ceramics studios run primarily cone-6 kilns with the opportunity for occasional cone-10 firings in our anagama wood kiln. Ceramics equipment includes electric and kick wheels, cone-6 electric kilns, slab roller, pug mill, extruder, limited studio glazes, recycled clay and assorted hand tools.

**Light Metals:** The Steel Yard also supports artists working in light metals metals: jewelers and fabricators. Residents working in this department will have access to a fully outfitted jewelry studio and to tools in the metal department space.

Non-ferrous material can be worked in the jewelry studio, which includes two soldering torches, rolling mill, hydraulic press, drill press, jump shear and tumbler. Additional hand tools include a variety of hammers, mandrels, punches, dapping sets, etc. These tools can support the creation of jewelry projects, sheet metal forming, vessel making, repoussé work and more.

**Metals:** The Steel Yard also supports artists working in ferrous metals: foundry artists, blacksmiths, and welders. Residents working in this department will have access to metal department space during non-teaching times, special events, or when the Steel Yard is closed.

The Steel Yard primarily casts iron in our custom 600lb capacity tilt furnace. Working as a team, Foundry Residents have the opportunity to fire this furnace multiple times throughout the year to create their own artwork. Available foundry equipment includes everything needed for bonded-sand casting: a large capacity sand muller, CO2 apparatus, foundry safety gear, and various mold making, wax working and pouring tools. In the main studio, artists have access to a coal forge, two atmospheric propane forges, anvils, stakes, vises and hammers, MIG welders, TIG welders, plasma cutter, Oxy-Acetylene torches, drill press, horizontal band saw, chop saw, and assorted hand-tools.

Upon joining the Residency program, participants will receive assigned personal storage space. Participants have access to the studios 24 hours a day, 7 days a week, with quiet hours between 10:00pm and 8:00am. The Steel Yard employs the '*buddy system*,' therefore for safety reasons residents working overnight may only operate machinery and tools only while another person is present.

Residents are responsible for keeping their storage space, and shared studios, clean; and for returning all community tools and assets to their proper storage space immediately when done using them.

Residents are required to return their work spaces, tools and all equipment to their original condition at the close of the residency. Residents may be charged for damage to tools or equipment.

**STAFF SUPPORT:** Residents are expected to have the skills necessary to work independently when using the equipment in their respective departments. The Steel Yard has a full time Studio Manager and part time Studio Assistant. These staff members are dedicated to supporting all studio activity and programs, and are available to consult with residents regarding work throughout the residency period.

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## **STUDIO USAGE AND ETIQUETTE**

Studio Staff will administer safety tour and orient residents to Steel Yard studio safety guidelines. Additionally, we highly encourage residents to have an in-depth conversation with the Studio Manager upon their arrival about their studio practice and specific needs.

Residents are allowed to use only the studio, tools, or equipment within the Residents accepted area of discipline. They must follow each department's specific guidelines and attend scheduled studio orientation during the first week of the residency.

Residents will be given access to the studios via a lock box system; each lock box houses a set of keys to the facilities and studios. These keys are shared, so returning them to their proper lockbox immediately after using them is important.

The Steel Yard is open to the public from 9:00am- 5:00pm Monday-Friday. From time to time there will be public tours of our facilities. If there are organized events or site rentals, residents will be notified well in advance and have the option of declining participation.

Residents are expected to thoroughly clean up after themselves after using shared studio space. Personal storage spaces will be kept clear and presentable. All walkways must be recognizable and unobstructed at all times. Do not block these isles, even temporarily - you never know when an accident could happen. All emergency exits must be unlocked and unbarred while the studio is in use.

**GENERAL STUDIO GUIDELINES:** A full Steel Yard Studio Policy will be sent to you digitally prior to the commencement of your residency term, it is your responsibility to fully read these rules and regulations. Policies are also kept in the studio for reference. Additionally, all people working in the studio must fill out and remit a Liability Waiver before their term working in the studios.

Alcohol and smoking of any kind are not permitted in any studio at any time. Do not operate any power tools or sharp objects under the influence of alcohol, etc. Studio staff reserve the right to refuse equipment and studio use if residents are in violation of department procedures and present safety issues for themselves or others around them.

**FIRE REGULATIONS:** Keep trash picked up and make sure fire extinguishers remain on their designated hooks.

Clear access to the following must be maintained at all times:

- Fire extinguishers
- First aid stations
- Electrical switches and fuse boxes
- Light switches
- Emergency telephone

No one may use flammable liquids in the metalworking area (no oil paints, mineral spirits, etc...)

**IMPORTANT CONTACT INFORMATION:** Additional contact information for key staff members will be provided upon



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[www.thesteelyard.org](http://www.thesteelyard.org)

acceptance into the Residency Program.

The Steel Yard Office (Open 9am – 5pm): 401-273-7101

Shop Emergency Phone: 401-521-6697

Ambulance: 911

Police: 401-272-1111

Fire: 401-274-3344

Poison Control: 401-444-5727

**CLOSING DOWN THE STUDIO:** Residents share facilities with students, community members, and instructors.

Therefore it is important to return all tools and materials when you're done with them, and to thoroughly clean your working area at the end of your session. Projects are not to be left out on community tables or work surfaces over night or during a lunch break.

Please make sure you return the studio keys to the lock box immediately.

If you are closing at the end of the day, here is what you need to do:

- Return all tools to their cabinets and lock if applicable
- Label and return unfinished projects to dedicated storage areas
- Return all unused materials to their proper storage place
- Clean up
- Turn off all lights
- Close and lock all windows
- Close and lock the big red doors on either side of the studio building (in ceramics and in blacksmithing)
- Make sure the door by the kiln room is locked
- You can leave the main studio through the jewelry studio
- Make sure that the double doors in the metals shop are closed and locked
- Lock the main studio door (the red door) behind you on your way out
- Make sure the pedestrian and car gates on Sims Ave are locked behind you.

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## EDUCATION

The Steel Yard encourages Residents to build upon their creative practice by making educational opportunities available during their residency term. Access to Open Enrollment courses are available to participants in good standing who are involved in the Residency Program for a minimum of four months. Access is available in these ways:

### **Standby:**

Standby space is available for courses that have more than two enrollments, but are not full

Tuition for the course is free, but enrollee must pay the lab fee for materials

Enrollee may place themselves on a standby list for a course at any time, but their spot in the course will not be confirmed until six hours before the course begins

No yearly limit on standby enrollments

### **Reserved:**

Reservation functions like a regular enrollment and guarantees spot in a course

Price is 50% of Tuition and 100% of Lab Fee

The full amount must be paid at time of enrollment

Regular cancellation policies apply

This discount can be used twice per calendar year

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## SUPPLIES AND RESOURCES

Each studio resident is required to pay a monthly Residency Fee to cover general shop use in their accepted area of discipline. Any individual project fees incurred beyond the cost of studio access will be paid by the Resident.

**SUPPLIES:** Unless otherwise noted, each resident is responsible for **ALL** of their own supplies such as clay, glaze, metal, hardware, kiln firings, etc.

**AVAILABLE FROM THE STEEL YARD:** The Yard has a limited selection of materials available for residents to purchase. Mild Steel is available at the rate of \$1.00/1lb, and reclaimed clay is available in 25lb bags for \$25.00 each. The Steel Yard will absorb the expense of consumables as articulated in the Residency Contract.

**OTHER RESOURCES:** Although it may be easier to purchase materials online, there are some good resources in the Providence area. Residents ordering materials should expect to pay for these on their own, and can have them delivered directly to the Yard – but, please notify the Studio Staff in advance of delivery so that they can make accommodations.

### CERAMICS

Portland Pottery, 87 Messina Drive, Braintree, MA 02184, 781.848.2772, <http://www.portlandpottery.com>

### METALS

Industrial Welders Supply, Inc, 396 Manton Ave, Providence RI 02909, 401.351.2880

<http://www.industrialweldersupplyinc.com>

MidCity Steel, 275 State Road, Westport, MA 02790, 1.800.344.4789 [midcitysteel.com](http://midcitysteel.com)

### JEWELRY

The Contenti Company, 515 Narragansett Park Drive, Pawtucket, RI 02861, 1.800.343.3364 <https://contenti.com>

Harrison Casting, 15 Joy Street, Johnston, RI 02919, 401.944.3695

Providence Plating/R E Sturdy, 928 Eddy Street, Providence RI 02905, 401.461.1618

Wolf E Myrow, 46 Aleppo Street, Providence RI 401.331.2921 <http://www.closeoutjewelryfindings.com>

### GENERAL

Adler's Hardware, 173 Wickenden Street, Providence, RI 02903, 401.421.5157 <http://www.adlersri.com>

Blick Art Materials, 200 Wickenden Street, Providence RI 02903, 401.331.3780,

<http://www.dickblick.com/stores/rhodeisland/providence/>

Jerry's Artarama, 653 North Main Street, Providence RI 02904, 401.331.4530, <http://www.providence-jerrys.com/home/>

L. Sweet Lumber, 709 Harris Ave, Providence RI 02909, 401.521.3800, <http://www.lsweetlumber.com>

RISD Store 3D, 30 North Main Street, Providence RI 02903, 401.454.6565 <http://risdstore.com>

RISD Second Life, 204 Westminster Street, Providence RI 02903, 02903

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## PROGRAM CALENDARS

Residents will have use of their respective community studios except during teaching times, special events, or when the Steel Yard is closed. A google calendar with specific dates for orientations, meetings, studio tours, special events and open houses will be shared with residents at the beginning of each season. Please check this calendar for class schedule, meetings, and studio cleaning schedules. For the strength of the cohort, please plan to participate 100%.

Additionally, the Steel Yard offers free community tours every Wednesday at noon during the Residency season. Although it is not required, we encourage residents to be present during these tours in order to interface with community members.

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## GETTING HERE AND PARKING

The Steel Yard is located on 27 Sims Ave. in Providence, RI.

If you are driving on 95, take exit 22c for Providence Place Mall. Follow the long exit ramp and at the end take a right onto Kinsley Ave. Drive for about a block and take a sharp right after the large apartment building (Jefferson at Providence Place). You will then be on Harris Ave. Sims Ave is several blocks down on your right (Turn right at the large turquoise building called Fantasies) The Steel Yard will be on your left. If you are taking the bus, RIPTA #92 stops on Atwells Ave by Eagle Square, it's just a short walk to the Yard via Harris Avenue. Please contact the RIPTA office directly or their website for bus schedule.

Parking is available on the street or inside the main gates in the Steel Yard parking lot. Parking is available in around the grassy hill or directly in front of the metal shop. Parking in the small lot outside of the ceramics studio; it is reserved for our neighbors and is not allowed.

Please note that the Yard frequently has large trucks making deliveries, and we ask that participants do not block the main driveway with their vehicles.

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## RESIDENCY FEES

The Steel Yard's residency program is partially supported by generous donors and granting organizations. All residents are required to contribute a monthly fee, which reflects a subsidized cost of consumables reflective of each individual department. This fee rate is \$1,120 annually / 8 monthly payments of \$140 for metals and ceramics, or \$800 annually / 8 monthly payments of \$100 for light metals.

Each resident will receive a monthly invoice by the 15<sup>th</sup> of each month from the Steel Yard bookkeeper. A late fee of \$25 applies if Residents become more than 30 days late with their membership fee. If a Resident becomes two months overdue on fees, they will be removed from the Program without notice or exception.

### Ceramics

Residency Fee is \$1,120 annually / 8 monthly payments of \$140  
One red rolling rack for personal storage - 48 sq feet of shelf storage.  
3 firings per month, each additional firing is billed at \$30.  
Materials and some consumables will need to be purchased by the Resident

### Light Metals

Residency Fee is \$800 annually / 8 monthly payments of \$100  
A dedicated locker for personal storage, materials and some consumables will need to be purchased by the Resident

### Metals

Residency Fee is \$1,120 annually / 8 monthly payments of \$140

**FELLOWSHIPS:** The Steel Yard's Fellowship positions are designed to support the creative practice of mid-career artists by providing full studio access in exchange for a leadership position in the Residency program. This support is available to residents in good standing who commit to participating in the program for a full season. Fellows are cultural touchstones, and work closely with other residents, Steel Yard staff, and community members.

Fellows should show a dedication towards personal artistic growth and strive to generate a body of work during their term, and are encouraged to contribute towards the Steel Yard's educational opportunities through paid teaching opportunities during at least one of the three annual community course seasons.

Fellowship recipients should expect to work an average of 10 hours a week; occasionally more or less. Monthly hours not to exceed 45. Fellows will receive a monthly stipend of \$200, waived residency fees, unrestricted access to the studio and equipment in the department which they coordinate, and standard personal storage. Fellowships are granted for one year, with the option to renegotiate this contract for a second year. For the sustainability and health of the department, Fellowship positions may not exceed two years.

Fellows primarily report to the Studio Manager, and facilitate studio orientation and safety meetings to review equipment safety, studio closing procedures, and studio procedures with Residents at the beginning of the Residency Program. Additionally, Fellows will arrange Resident storage spaces and schedule monthly departmental cleanup, kiln firing, iron pours, and any other group activities as needed.

Fellows will work with the Studio Director to maintain, service and repair all department equipment. The fellows will also prepare order lists for departmental materials, which will then be procured by the Studio Director.

**WORKSHARE:** In order to make Residency more financially accessible, the Steel Yard offers workshare opportunities to residents in good standing participating in the program for a full season. Recipients of workshare residencies commit 10 hours of dedicated work time to the Steel Yard on a monthly basis in exchange for a 50% discount on residency dues. One workshare position is available in each of the residency departments and will be awarded based on merit and need.

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## **CONDUCT/TERMINATION**

The Steel Yard seeks to foster an atmosphere and environment which encourages individual artistic exploration. Our community studios are used by a wide variety of populations, sensitivity and inclusivity are expected at all times. Everyone in residence, as well as guests, must create an atmosphere that is not disruptive and respects the other individual and community studio users.

The Steel Yard reserves the right to terminate a Residents' contract at any time for any reason including but not limited to lack of participation, not being present for an extended period of the residency, organizational circumstances, inappropriate behavior, or failure to follow Steel Yard shop safety rules and regulations. The Steel Yard further reserves the right to limit studio access, equipment availability and or material supplies without notice.

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## **GIVING BACK TO THE YARD**

The Steel Yard encourages volunteerism as a method for community building. Residents are leaders in our community and can volunteer to assist in a variety of activities such as community talks, workshops, or demonstrations at fundraisers which can be discussed upon arrival. It helps to make for a more positive experience.

The Steel Yard is a 501(c)3 non-profit organization that relies heavily upon in-kind and monetary donations to sustain all of its programs. It costs approximately \$1,200 per artist per month to provide studio access, consumables, and staffing. Although there is absolutely no expectation that residents contribute, if you believe you can assist in those expenses, please let someone on the staff know.

Residents agree to contribute 5 images of artwork created during their time at the Steel Yard, or as a direct result of, upon completion of their term. These images will be used to help promote the program, and may also be circulated to donors as evidence of the creative opportunities that they've helped to fund.

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## STEEL YARD STAFF

All Steel Yard staff are responsible for safety, well-being and compliance with guidelines. Staff are expected to monitor and report infractions.

Howie Sneider, Executive Director, [Howie@thesteelyard.org](mailto:Howie@thesteelyard.org)

Chris Dalpe, Communications and Events Manager, [Chris@thesteelyard.org](mailto:Chris@thesteelyard.org)

Tim Ferland, Public Projects Director, [Tim@thesteelyard.org](mailto:Tim@thesteelyard.org)

Ben Filchak, Studio Manager, [Ben@thesteelyard.org](mailto:Ben@thesteelyard.org)

Margo Karoff-Hunger, Workforce Program Coordinator, [Margo@thesteelyard.org](mailto:Margo@thesteelyard.org)

Michelle Morrow, Studio Assistant, [Michelle@thesteelyard.org](mailto:Michelle@thesteelyard.org)

Jenny Sparks, Community Relations Manager, [Jenny@thesteelyard.org](mailto:Jenny@thesteelyard.org)

Islay Taylor, Program Director, [Islay@thesteelyard.org](mailto:Islay@thesteelyard.org)

Sally Turner, Development Director, [Sally@thesteelyard.org](mailto:Sally@thesteelyard.org)

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**Please print, sign and return this page with your Residency Contract.**

I understand and will comply with the guidelines and studio/workshop responsibilities of the Residency Program at the Steel Yard.

Additionally, I have read and understand the Studio Safety Policy for the Steel Yard.

Resident artist: \_\_\_\_\_ (print)

\_\_\_\_\_ (signature)

Date: \_\_\_\_\_

The Steel Yard  
27 Sims Ave  
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