



Timber Framers Guild, PO Box 295, Alstead NH 03602
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JOURNEYWORKER REGISTRATION PROCEDURE

The Timber Framers Guild is now accepting applications for Journeyworker status as part of its Apprenticeship training program. Journeyworkers will form the core of the program, supervising apprentices and providing the expertise and knowledge to bring up the next generation of timber framers. Since we have no graduating Apprentices yet, we need to seed the Journeyworker pool with current Guild members who have the necessary qualifications. You are receiving this information because you have expressed an interest in being a Journeyworker or we feel you or someone in your company may qualify to be one.

Journeyworker applicants must:

1. Be members in good standing of the Timber Framers Guild
2. Provide a résumé showing at least four years of continuous and recent employment in the timber framing field.
3. Provide at least three letters of recommendation from other professional Guild members.
4. Submit a self-review of the Guild Training Curriculum, identifying those areas the applicant thinks themselves competent in. The Curriculum and self-review form are available at the Guild website at www.tfguild.org.

Applicants should submit the above information as soon as possible.

Additional information may be requested, such as:

5. A portfolio or other samples of recent timber framing work
6. Interview, if deemed necessary by the Apprenticeship Committee

Journeyworkers must agree to apply and maintain all Apprenticeship Standards during the training of their apprentice (if they have one), and aid the apprentice in fulfilling all requirements of the Apprenticeship Curriculum.

Journeyworkers should be willing to take an apprentice if the opportunity arises, should continue to research their trade, demonstrate and teach at Guild events, and continue to acquire additional skills and knowledge. They should continue to update their portfolio of work, and should attend at least one Guild event each year or demonstrate attendance at relevant training. This commitment to continuing education and apprentice training will be an important component of future evaluations of the journeyworker's status.

The Committee will award probationary Journeyworker certificates to qualified applicants. Annual registration fees of \$1000 (as shown in the budget in the enclosed Apprenticeship brochure) and verification of curriculum competencies will be required for the Journeyworker to maintain their status as the program gets established.

A \$250 application fee must accompany your application, and the balance of the \$1000 registration fee (\$750) will be due within 30 days of notification of acceptance as a Journeyworker. If you are not accepted the application fee can be refunded less a \$50 processing fee, or we can hold it if you want to reapply later and not have to resubmit the entire fee. The annual registration fee can be paid in installments, such as monthly or quarterly, upon arrangement with the Guild office.

Please read the Apprenticeship brochure to see the benefits of Journeyworker status and the budget outlining how the registration fees will be used. It is currently proposed that after ten years a Journeyworker will be eligible for Master status, after which the annual registration fee will no longer be required. The success and sustainability of the Apprenticeship program requires the continued support of all the stakeholders.

The interim Apprenticeship Committee will be responsible for reviewing all complete applications and determining the status of the applicant.

Once our initial pool of Journeyworkers is established we will accept Apprentice applicants, each of who must work under the direct supervision of a Journeyworker. Journeyworkers do not need to have Apprentices, but Apprentices need to each have a Journeyworker. It is anticipated that Apprentices may migrate among different companies with Journeyworkers.

If you wish to apply as a Journeyworker, verify that your Guild membership is current and submit items 2-4 above as soon as possible. Applications are preferred in electronic form (Word or PDF format) via e-mail to will@tfguild.org. Alternately the materials can be sent by regular mail to TFG, Box 295, Alstead, NH 03602 or faxed to 888-453-0879. The application fee should be sent immediately upon submission of the other materials. These can be sent by check (payable to the TFG at the address above) or by calling in your credit card number to 559-834-8453. The application will not be considered until all required materials, including the fee, are received. If the fee is not received within thirty (days) of the other materials, these materials may need to be resubmitted in their entirety after the fee is received. Registration fees are fully refundable should the program not have Apprentices registered in 2010.

Thanks for your interest in the Apprenticeship program.

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