

## GLAZE TECHNICIAN JOB DESCRIPTION

**Compensation:** \$20 / hour + studio membership  
**Pay Schedule:** Bi-weekly

**Job Type:** Part-Time  
**Hours:** 10-15 / week

### Job Summary

The Glaze Technician is responsible for mixing and maintaining all studio glazes. This role includes managing glaze supplies, ensuring quality, safety, & consistency of glazes, troubleshooting of under-performing glazes, supporting studio glaze needs and inquiries, and developing new recipes and colors as needed. Additionally, the role will involve managing studio slips, underglazes, engobes, and other related materials.

### Key Responsibilities

- **Glaze Preparation & Maintenance:** Mix, maintain, and ensure consistency of all studio glazes. Regularly check and adjust formulas to meet quality and safety standards.
- **Quality Control:** Monitor glaze and finished piece quality. Identify and resolve glaze performance issues, implementing corrective actions for improvement.
- **Inventory Management:** Maintain and organize glaze and material inventory. Monitor usage, reorder supplies, and optimize resource management.
- **Equipment Maintenance:** Keep glazing equipment and tools clean and in good condition. Perform regular maintenance and address issues promptly.
- **Studio Support:** Guide studio staff, members, and students on glazing techniques. Create signage and cheat sheets to prevent common issues. Respond to glaze-related emails & questions, and collaborate on solving problems. Conduct workshops or demonstrations as needed.
- **Safety Compliance:** Follow safety protocols for glaze materials and chemicals. Maintain a clean and organized work area.
- **Administrative:** Document all glaze-related data, including employed methods, performance, results, and adjustments. Ensure records are clear, up-to-date, and easily accessible. Label materials properly to support workflow.
- **Developing New Recipes and Colors:** Innovate and refine glaze formulations to introduce unique colors and finishes. Regularly create seasonal and special occasion glazes to ensure the studio's offerings remain fresh and engaging. Conduct thorough testing of new recipes, incorporate feedback, and integrate successful formulations into the studio's portfolio.
- **Communication:** Prepare for and lead weekly glaze meetings with management, including sharing updates on ongoing projects, addressing concerns, reviewing glaze performance, and aligning on upcoming priorities.

### Qualifications & Skills

- Degree, certification or proven experience with glaze chemistry, materials science, mixing, formulating, troubleshooting, or similar.
- Strong knowledge of glaze application techniques and ceramic firing processes.
- Excellent problem-solving, communication, and organization skills with fine attention to detail.
- Self-directed and proactive, with the ability to work independently
- Knowledgeable about studio safety protocols and consistent use of appropriate PPE

**Physical Requirements:** Must be able to regularly lift up to 50lbs.