

## 40009 Prepare for work as a crew member in the Aotearoa New Zealand screen industry

<b>Kaupae   Level</b>	3
<b>Whiwhinga   Credit</b>	5
<b>Whāinga   Purpose</b>	<p>This skill standard is for people considering work as a crew member in the Aotearoa New Zealand screen industry.</p> <p>This skill standard will prepare learners for an entry level crew role by providing them with an introduction to operational practice and the professional behaviour required of a crew member in the screen industry.</p>

### Hua o te ako me Paearu aromatawai | Learning outcomes and assessment criteria

Hua o te ako   Learning outcomes	Paearu aromatawai   Assessment criteria
1. Prepare for starting work in the screen industry.	a. Interpret key information from operational documentation such as scripts, schedules, call sheets to determine work times, locations and conditions.
	b. Identify appropriate personal clothing and equipment for working on set.
	c. Describe guidelines and codes of practice as they apply to an entry level worker in the screen industry.
	d. Describe etiquette, professional practice and respect as required by a worker in the screen industry.
2. Explain ways to maintain wellbeing while working on a screen production.	a. Explain common health and safety risks, that apply to those working on a screen productions and actions to mitigate these.

### Pārongo aromatawai me te taumata paearu | Assessment information and grade criteria

#### Assessment specifications:

For assessment criteria 1b: clothing and equipment identified must include those commonly used on indoor and outdoor sets.

For assessment criteria 2a: common health and safety risks includes risk to physical and mental wellbeing. Learners must identify five common risks and actions to mitigate those risks.

Learning and assessment for this standard must:

- reflect current screen industry practice;
- influence equitable outcomes for all learners;

- honour ngā kaupapa o te Tiriti o Waitangi (the principles of the Treaty of Waitangi);
- value Māori traditional knowledge; perspectives of Pacific communities, and cultural and educational needs as identified by ākonga/learners;
- support/promote learning that exposes ākonga/learners to a range of cultural values and perspectives that include diverse world views.

### **Ngā momo whiwhinga | Grades available**

Achieved

### **Ihirangi waitohu | Indicative content**

- Components of an on-set toolkit i.e. personal equipment and clothing required.
- Screen industry documentation including script, schedules, call sheets.
- Professional practice i.e. on-set protocols, attitude and etiquette, professional respect, use of screen industry terminology.
- Te Tiriti o Waitangi: relevance to NZ filmmaking.
- Rangatiratanga and its application to screen production.
- Manaakitanga, whanaungatanga and kaitiakitanga and how they apply to screen production.
- ScreenSafe protocols.
- Codes of Conduct for screen production.
- Legislation and guidelines.
- Strategies for health and wellbeing.

### **Rauemi | Resources**

- An on-set toolkit
- Examples of shooting script, schedule, call sheet, delivery schedule
- Te Tiriti o Waitangi and te ao Māori resources
- Screen Industry Workers Act, 2022
- Health & Safety at Work Act, 2015
- Intimacy Guidelines for Stage and Screen New Zealand  
[https://www.wiftnz.org.nz/media/bysjpkkk/equity-nz-intimacy-guidelines\\_2020\\_v2.pdf](https://www.wiftnz.org.nz/media/bysjpkkk/equity-nz-intimacy-guidelines_2020_v2.pdf)
- Guild Codes of Conduct <https://spada.co.nz/resources/codes-of-practice-guidelines/>
- Screen Industry Guild [Guidelines \(blue book\)](#)
- Screensafe New Zealand website [Home - ScreenSafe](#)
- Ngā Aho Whakaari [Brown book](#)
- Directors and Editors Guild of Aotearoa New Zealand [DEGANZ Workflow best practice guide](#).

### **Pārongo Whakaū Kounga | Quality assurance information**

<b>Ngā rōpū whakatau-paerewa   Standard Setting Body</b>	Toi Mai Workforce Development Council
<b>Whakaritenga Rārangi Paetae Aromatawai   DASS classification</b>	Arts and Crafts > Screen > Screen Industry Skills
<b>Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga   CMR</b>	0099

<b>Hātepe   Process</b>	<b>Putanga   Version</b>	<b>Rā whakaputa   Review Date</b>	<b>Rā whakamutunga mō te aromatawai   Last date for assessment</b>
<b>Rēhitatanga   Registration</b>	1	28 March 2024	N/A
<b>Kōrero whakakapinga   Replacement information</b>	N/A		
<b>Rā arotake   Planned review date</b>	31 December 2028		

Please contact Toi Mai Workforce Development Council at [qualifications@toimai.nz](mailto:qualifications@toimai.nz) if you wish to suggest changes to the content of this skill standard.