

40158 Prepare to work as a camera assistant trainee on a screen production

Kaupae Level	3
Whiwhinga Credit	10
Whāinga Purpose	<p>This skill standard is for people wanting to gain employment as a camera assistant trainee on a screen production in Aotearoa New Zealand.</p> <p>People who have completed this standard will have the foundational knowledge and practical skills necessary to support screen production workflows as a camera assistant trainee.</p>

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

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
1. Explain the role and requirements of a camera assistant trainee on a screen production.	a. Interpret a call sheet to gain information for camera department needs. b. Describe workplace preparation and maintenance requirements.
2. Assemble camera equipment ready for use on a screen production.	a. Explain the relationship and impact between sensor size and lens. b. Identify key parts of a camera body and demonstrate how they fit together.

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

Assessment specifications:

It is recommended learners have completed the Introduction to the Aotearoa New Zealand Screen Industry micro-credential [Ref: 5045] prior to completing this standard.

This standard may be delivered and assessed in a workplace or a non-work environment, e.g. classroom or workshop.

For assessment criterion 1b: preparation and maintenance include – truck, stash, equipment.

Ngā momo whiwhinga | Grades available

Achieved

Ihirangi waitohu | Indicative content

- Introduction to the role:
 - Role of camera trainee;
 - Structure, hierarchy, relationships and roles within the camera department and other technical departments;
 - Production size – how it determines needs, roles and responsibilities;
 - Relationship with other departments: video, DIT, grip, VFX and lighting; continuity/script supervisor.
- Production documentation – call sheets, schedules, loss and damage reports, camera reports.
- Lens – handling and maintenance.
- Monitors – set up and wrap, remote systems for monitors and camera workspaces.
- Truck – organisation, set up, maintenance.
- Stash and equipment – equipment overview, on set setup and maintenance.
- Camera and photography overview – exposure, colour theory, information capture, lenses and filters.
- Consumables monitoring and maintaining – e.g. batteries, cables, camera mounts, filters, stationery, eye cushions, straps, cloths, cleaning supplies.
- In and out logs and record keeping.
- Workplace communication and etiquette, punctuality, attire, prioritisation.
- Personal Protective Equipment (PPE) and kit.
- Health and safety.
- Troubleshooting/problem solving.

Rauemi | Resources

- Documentation –call sheet, schedule, camera report, loss and damage report.
- Camera equipment.
- Health and Safety at Work Act 2015 available from <https://www.legislation.govt.nz/act/public/2015/0070/latest/DLM5976660.html>.
- Screen Industry Workers Act 2022 available from <https://www.legislation.govt.nz/act/public/2022/0052/latest/LMS230343.html>.
- The Screen Guild Blue Book available from <https://www.screenguild.co.nz/crew-zone/resources/the-blue-book-2023>.
- Other relevant guidelines available from <https://www.screensafe.co.nz/guideline-categories/all-guidelines>.

Pārongo Whakaū Kounga | Quality assurance information

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

Hātepe Process	Putanga Version	Rā whakaputa Review Date	Rā whakamutunga mō te aromatawai Last date for assessment
Rēhītatanga Registration	1	27 February 2025	N/A
Kōrero whakakapinga Replacement information	N/A		
Rā arotake Planned review date	31 December 2029		

Please contact Toi Mai Workforce Development Council at qualifications@toimai.nz to suggest changes to the content of this skill standard.