

40185 Work as a props, specialty props or set dressing assistant on a screen production

Kaupae Level	4
Whiwhinga Credit	20
Whāinga Purpose	<p>This skill standard is for people working as a props, specialty props or set dressing assistant on a screen production in Aotearoa New Zealand.</p> <p>People will assist with the sourcing, management and maintenance of set dressings, props and specialty props, and apply documentation and record keeping for the role.</p>

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

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
1. Work as a props, specialty props or set dressing assistant on a screen production.	<ul style="list-style-type: none"> a. Plan for day-to-day props, specialty props or set dressing activity from a given brief. b. Use appropriate communication and etiquette with cast, crew and external parties. c. Source materials to meet production requirements. d. Manage and maintain props or set dressings competently and safely. e. Complete documentation and record keeping for the role. f. Follow health and safety protocols in accordance with department requirements and daily safety briefings.

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

Assessment specifications:

It is recommended learners have completed the skill standard 40184 *Prepare to work as a props, specialty props or set dressing assistant on a screen production*, or have equivalent knowledge and skills, prior to starting this standard.

Evidence for achievement of this standard must be collected on a real screen production and may include naturally occurring evidence. Assessment methods may include observation and verification.

For assessment criterion 1c: materials include those specific to the role e.g. vehicles, set dressings, props.

Definitions

Hero props – props that are intended for close inspection by the camera or audience, such as those held by a performer.

Specialty props – props that require a specific design or function beyond a typical everyday object, often needing special construction or handling due to their unique role in the production. This includes real or imitation food; vehicles; animals; historic items; prosthetics; models.

Ngā momo whiwhinga | Grades available

Achieved

Ihirangi waitohu | Indicative content

- Dressing and set plans.
- Shot list, scheduling, studio/locations.
- Petty cash and purchase orders.
- Sourcing processes – suppliers, approval, clearances, product placement, internet, telephone, local area.
- Communication with department, team, external suppliers, other departments.
- Set dressing:
 - Storage and transportation of goods, inventory
 - Practical skills – workshop and power tool use.
- Props and specialty props – hero props, researching, on set use, fabrication.
- Reinstating property as required.
- Etiquette – professionalism, respect for others and their equipment, respect for hierarchy, silence on set, phone use, punctuality, interaction with talent, confidentiality, attitude, organisation, movement around set.
- Ethical considerations and cultural sensitivity.
- Health and safety.
- Software used in the art department.
- Documentation, photography and record-keeping practices.
- Monitoring of schedule and script changes.
- Problem solving.

Rauemi | Resources

- Health and Safety at Work Act 2015 available from <https://www.legislation.govt.nz/act/public/2015/0070/latest/DLM5976660.html>.
- Screen Guild Blue Book available from <https://www.screenguild.co.nz/crew-zone/resources/the-blue-book-2023>.
- Best practice guidelines for working at height in New Zealand available from <https://www.worksafe.govt.nz/topic-and-industry/working-at-height/working-at-height-in-nz/>.
- Screen Industry Workers Act 2022 available from <https://www.legislation.govt.nz/act/public/2022/0052/latest/LMS230343.html>.

Pārongo Whakaū Kouna | 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
Rēhitatanga 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.