

## 40189 Work as a unit assistant on a screen production

<b>Kaupae   Level</b>	3
<b>Whiwhinga   Credit</b>	20
<b>Whāinga   Purpose</b>	<p>This skill standard is for people working as an assistant in the unit department on a screen production in Aotearoa New Zealand.</p> <p>People will set up, maintain and wrap equipment, and carry out craft service for a screen production.</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 unit assistant on a screen production.	<ol style="list-style-type: none"> <li>Set up, maintain and wrap the unit truck and equipment according to production documentation.</li> <li>Carry out craft set up and service according to daily schedule and demand.</li> <li>Work safely when working with power and generators.</li> <li>Follow health and safety protocols in accordance with department requirements and daily safety briefings.</li> <li>Use appropriate communication and etiquette with cast, crew and external parties.</li> </ol>

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

Assessment specifications:

It is recommended learners have completed skill standard 40188 *Prepare for work as a unit or transport department 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.

Definitions:

*Wrap* – activities carried out on completion of a screen production.

*Craft set up and service* – establishment and service of food services on a film set. This also includes easy ups, tables, chairs and other equipment.

### Ngā momo whiwhinga | Grades available

Achieved

**Ihirangi waitohu | Indicative content**

- Communication with cast and crew.
- 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.
- Trouble shooting/problem solving.
- Production documentation – schedules/call sheets/location and mud maps.
- Health and safety.
- Daily routines – busy times, time management.
- Setting up for craft service.
- Craft service/hospitality for cast and crew.
- Managing dietary and allergy considerations.
- Unit truck – contents, packing, unpacking, set up, wrap.
- Equipment – identifying and using, set up, maintaining, wrap.
- Identifying requirements for equipment and service.
- Waste management and sustainability.

**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>.
- Screen Industry Workers Act 2022 available from <https://www.legislation.govt.nz/act/public/2022/0052/latest/LMS230343.html>.
- Other relevant guidelines available from <https://www.screensafe.co.nz/guideline-categories/all-guidelines>.

**Pārongo Whakaū Kounga | Quality assurance information**

<b>Ngā rōpū whakatau-paerewa  </b> Standard Setting Body	Toi Mai Workforce Development Council
<b>Whakaritenga Rārangi Paetae Aromatawai  </b> DASS classification	Arts and Crafts > Screen > Screen Industry Skills
<b>Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga  </b> 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](mailto:qualifications@toimai.nz) to suggest changes to the content of this skill standard.