

40767 Prepare to work as a costume standby on a screen production

Kaupae Level	5
Whiwhinga Credit	10
Whāinga Purpose	<p>This skill standard is for people wanting to gain employment as a costume standby on a screen production in Aotearoa New Zealand.</p> <p>People who have completed this standard will have the skills and knowledge necessary to contribute to the smooth operation of costume continuity and performer support on set. They will be able to interpret documentation, prepare and maintain costume continuity systems, liaise with cast and crew, and carry out fittings and costume breakdown processes as required by the 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. Prepare for on-set costume standby responsibilities.	a. Research materials and suppliers to meet a given costume breakdown for a screen production.
	b. Establish a manual or digital costume continuity system.
	c. Explain the considerations and requirements for working and communicating with different types of performers.
	d. Demonstrate requirements and processes for a costume fitting.
	e. Create a checklist for daily maintenance of costumes whilst shooting a screen production.
2. Interpret screen documentation to meet costume requirements for a screen production.	a. Create a costume breakdown from a given script.
	b. Carry out costume aging and repeats to meet a given script requirement.

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

Assessment specifications:

It is recommended that learners have previous costume experience as a costume assistant or similar in the screen industry on a minimum three productions.

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

For assessment criterion 1c – different types of performers may include stunt performers, culturally diverse, diverse age range, special requirements (e.g. wheelchair).

Ngā momo whiwhinga | Grades available

Achieved

Ihirangi waitohu | Indicative content

- Role of costume standby.
- Relationship and liaison with other departments: makeup, art, assistant directors, cast, background talent, sound, stunts departments, intimacy coordinator, production office, directors, producers, heads of departments.
- Production size – how it determines roles and responsibilities.
- Relationship with talent:
 - Communication.
 - Confidentiality and discretion.
 - Sensitivities – privacy, modesty, cultural and religious requirements, health or personal needs.
 - Considerations for talent work methods (e.g. method acting, level of involvement).
 - Working with children, elders.
- Mood boards, story boards, treatments.
- Script breakdown from a costume perspective.
- Schedule breakdown from a standby perspective.
- Call sheet and costume interpretation.
- Daily processes – from first call to wrap, communication with dresser.
- Executing designer's vision.
- Garment construction overview.
- Sewing skills, mending and altering/maintenance.
- Costume breakdown – ageing.
- Costume continuity (digital and manual), software.
- Costume repeats.
- Costume fittings.
- Research and sourcing, purchasing.
- Non costume items – modesty wear and cover-ups, weather considerations.
- Essential equipment – standby kit.
- Set etiquette and communication with cast, crew and external stakeholders.
- Truck etiquette.
- Ethical considerations and cultural sensitivity.
- Health and safety, hygiene.
- Waste management and sustainability.

- Problem solving and troubleshooting.

Rauemi | Resources

- Documentation – script, breakdown template, mood boards, call sheet, schedule, planning calendar, photograph.
- Costumes.
- Continuity system example.
- Equipment – sewing, ironing, breakdown (aging) kit.
- 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>.

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
Rēhitatanga Registration	1	24 July 2025	N/A
Kōrero whakakapinga Replacement information	N/A		
Rā arotake Planned review date	31 December 2030		

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