Title	**Plan and prepare the stage management requirements for a production or event**		
Level	5	Credits	15

Purpose	People credited with this unit standard are able to: interpret the stage management requirements; plan for the stage management requirements; prepare to implement the stage management requirements for a production or event; and discuss the health and safety considerations in relation to the stage management requirements for production or event.

Classification	Performing Arts General > Entertainment and Event Technology and Operations

Available grade	Achieved

Guidance Information

1   All learning and assessment leading to this unit standard must be carried out in accordance with the following as relevant:
- legislation including Health and Safety at Work Act 2015 and subsequent amendments;
- current industry best practice and industry guidelines (where available) including *Safe Rigging Practices for the Entertainment Industry in New Zealand*, June 2015, and *A Guide for Safe Working Practices in the New Zealand Theatre & Entertainment Industry*, April 2018, or replacements that supersede these guidelines, are available from the Entertainment Technology New Zealand (ETNZ) website, www.etnz.org. Additional relevant guidelines are available from the WorkSafe website, www.worksafe.govt.nz.

2   Definition
Production or event includes but are not limited to – events, performances, conferences, large meetings, film and television, broadcasts, livestream, concerts, stage shows, theatre, studios, dance shows, cultural performance, sporting events, music performances, competitive events, circus, festivals, trade shows, and exhibitions. May be inside or outdoors.

3   The Entertainment and Event Technology (Level 5) programme guidance document should be consulted when developing assessments leading to this unit standard. It can be found at www.skillsactive.org.nz.

Outcomes and performance criteria

Outcome 1

Interpret the stage management requirements for a production or event.

Performance criteria

1.1   Interpret the stage management requirements for a production or event.

1.2   Negotiate any changes to stage management requirements to meet operational needs.

        Range   may include but is not limited to – budget or venue constraints, equipment availability, timing, safety, crew.

Outcome 2

Plan for the stage management requirements for a production or event.

Performance criteria

2.1   Select resources to meet the stage management requirements and safety considerations for a production or event.

2.2   Produce documentation required to support the implementation of the stage management requirements.

        Range   may include but is not limited to – plans, schedules, prompt script, score, company information, equipment list.

Outcome 3

Prepare to implement the stage management requirements for a production or event.

Performance criteria

3.1   Supervise preparation of stage management resources for a production or event.

3.2   Coordinate the safe and effective transport of stage management resources to production or event space or venue.

3.3   Respond to any issues that arise during the preparation or transport of the stage management resources.

Outcome 4

Discuss the health and safety considerations in relation to the stage management requirements for production or event.

Performance criteria

4.1   Discuss required equipment inspection and testing requirements in terms of meeting health and safety compliance requirements.

4.2   Document the safe work methodology for the implementation of the stage management requirements.

Planned review date	31 December 2026

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	29 July 2021	N/A

Consent and Moderation Requirements (CMR) reference	0099

This CMR can be accessed at http://www.nzqa.govt.nz/framework/search/index.do.

Comments on this unit standard

Please contact the Skills Active Aotearoa info@skillsactive.org.nz if you wish to suggest changes to the content of this unit standard.