
Overview

This standard involves arranging for and supervising camera operators and camera assistants during shoots in a studio environment. This could apply to any type of production including feature films, TV dramas, commercials, documentaries, sports coverage, outside broadcast and live or stage events.

This includes arranging for crew with the right skills, allocating them to the correct positions, supervising them throughout shoots, managing meal and welfare breaks, making sure they comply with health and safety requirements, resolving issues and liaising with production and other departments.

This standard is for anybody who arranges for and supervises camera operators or camera assistants during shoots in a studio environment.

Performance criteria

You must be able to:

1. arrange for crew with specific or specialist skills required for productions to be booked
2. check that there are sufficient staff to fill required operational positions and cover any required meal or welfare breaks
3. check that crew are aware of, and follow relevant Health and Safety legislation, risk assessments and other instructions for equipment in use and for safe methods of working
4. check that any required Personal Protection Equipment has been supplied and is being used by crew in line with manufacturers' instructions
5. communicate technical rigging requirements to crew members and make sure all rigged equipment functions in accordance with production and safety requirements
6. allocate crew to operational positions which take into account their specific or specialist skills
7. give production team sufficient notice of scheduled meal and welfare breaks which will affect production schedules
8. organise crew rotation through operational positions in order to allow for meal and welfare breaks
9. keep crew informed of current production schedules at all times
10. supervise and co-ordinate whole team throughout shoots, giving feedback and advice to crew members at appropriate times
11. mediate and resolve any conflict of interest between team members and others involved in productions
12. respond to all health and safety queries connected with your area of responsibility without delay
13. advise production team and other departments about the application and operation of the skills in your area of responsibility at appropriate times

Knowledge and understanding

You need to know and understand:

1. the crew requirements of the production
2. the production schedule, including any changes that may arise during the shoot
3. the technical requirements of the production, relevant to camera equipment, rigging and operation
4. the arrangements for booking crew
5. how to identify crew with any specific or specialist skills which may be required
6. whether Personal Protective Equipment is required for staff, and when to use it
7. the legal requirements for meal and welfare breaks and how to plan for them
8. how to identify crew who would need additional support or advice
9. how to make best use of the specific strengths and skills of the crew working to you
10. how to communicate tactfully and diplomatically, and how to resolve conflicts of interest between creative individuals
11. how to co-ordinate a team to ensure a consistency of programme style
12. how to monitor performance of crew working to you
13. the relevant Health and Safety legislation, risk assessments, and other instructions for the equipment in use, the safe methods of working and how to apply them

SKSC16

Arrange for and supervise camera crew during shoots in a studio environment



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