



ROLES AND DEPARTMENTS COMPETENCIES

Description: understanding of the different sectors, departments and key roles across the screen industries, and how these fit into production or project workflows and processes

Main task	Understand
<p>Understand wider parts of the industry, and departments and roles where you work</p>	<ol style="list-style-type: none"> 1. the different parts of the screen industries, and the main departments and key roles within film, TV, animation, VFX and/or games 2. key equipment and techniques that are used in these departments and roles 3. the different departments in the production or organisation you are working for and their roles and responsibilities on a production or project 4. the layout of your workplace, or a typical example, and how different locations and facilities are referred to 5. key colleagues, decision-makers and helpful sources of information who are involved on the production or project 6. reliable sources of information about current and future industry developments
<p>Understand where your role fits into the workflow</p>	<ol style="list-style-type: none"> 1. the end-to-end production/project workflow or process, and how your role and the roles of others fit into this and interact together 2. typical suppliers, freelancers, commissioning bodies, clients and partners you work with in your role or department and where they fit into the workflow 3. the typical timescales, equipment, resources and specialist skills required to carry out work on a production or project 4. what information you might need to provide to other colleagues and when 5. examples of how your role and responsibilities may need to vary depending on different requirements from different pieces of work, for example different genres or scales of production 6. reliable sources of information about current and future developments with your role and department 7. the importance of recognising and respecting the roles, responsibilities, needs, motivations, interests and priorities of colleagues, partners and suppliers

Also see: Team working; Communication; Management and leadership; Planning; Networking; Set etiquette