



## PRODUCTION DESIGN INITIATIVE

### **The Initiative**

This is an ADG – Art Directors Branch administered and funded program. It has been designed for the purpose of providing mentorship, supervision and on-the-job training to future Production Designers/Art Directors. The ultimate goal is to provide Production Design Initiative participants with a clear and direct path towards obtaining real-time workplace training, and, on completion of their term of training and a satisfactory mentorship review, membership within the ADG Art Directors Branch as Assistant Art Directors.

- The goal of the Production Design Initiative is to expose participants to a full range of workplace experiences (feature, episodic, commercials, reality shows, live events and theme parks).
- Once admitted, the participant's name will be placed on an availability list managed by the Initiative's staff supervisor.
- The Initiative requires 260 days of consecutive or non-consecutive participation by those accepted.
- Announcements will go out to all Guild Production Designer/Art Director members that PD Initiative are available for immediate placement on film, TV or commercial projects. (Note that placement is not guaranteed and will depend on the schedules and requirements of the Production Designer/Art Director members and the projects on which they are employed.)
- PD Initiative participants would be hired, compensated and insured in the same manner as all other Production Assistants by the producers of the particular production.
- Participants will be supervised by the show's Production Designer and Art Directors. These members will serve as the participant's primary mentors and networking agents for their further placement and advancement during their training period.
- Guidelines governing the assignment, supervision and periodic assessment of the participant's progress will be issued by the PD Initiative to the participating Production Designer/Art Directors.
- Participants may not displace Guild members or other IATSE represented crafts. Only productions that have fully satisfied their required staffing for all positions may participate in the Initiative. PD Initiative participants may not be used as alternative low-cost employees for the creation of essential covered work on the production.
- Participants are responsible for their own housing, transportation and living expenses.

### Scope of Work, Duties and Activities

- Researcher: Search and acquire research materials as directed.
- Art Department Archivist: Manage digital database pipeline and hard copy files for research, set plans, location files, graphic files, stored set assets.
- Copyist: Reproduce all reference materials and blueprint reproduction services.
- Information Distribution: Distribute research and set drawings to all departments.
- Resource Collection: Follow-through on collection of material samples and swatches from vendors.
- Location Surveys: Assist in measuring and documenting as required.
- Observer and Auditor: Attend concept and production meetings, location and tech scouts; have access to all shooting sets and locations.

## Supervised Curriculum/Projects/Homework/Continuing Education

- Story Analysis Skills: Practice script and concept presentation.
- Drawing & Illustration Skills (analog and digital): Practice quick sketch, drafting rendering.
- Model Building Skills: Practice construction techniques (analog and digital).
- Document Creation Skills: Set and decoration estimating.
- Logistics 101: People skills, resource management, art of work delegation.
- Survival Skills: Flexibility, resourcefulness, communication.
- Continuing Education: Access at subsidized or reduced rates to digital and fine arts training Programs when available (Studio Arts, ADG Figure Drawing Workshop, etc.).
- Initiative participants are encouraged to attend in person or audit online all ADG sponsored master classes, outreach programs and workshops when available to them.

## ADG Community Service (non-compensated time)

- The PD Initiative's staff supervisor will be responsible for scheduling all ADG related community service activities.
- PD Initiative participants are expected to participate in ADG programs (ADG Awards...)

## PD Initiative Completion

- At the end of 260 days of consecutive or non-consecutive participation, the PD Initiative's mentor/supervisors will be required to submit formal letters of review to the ADG PD Initiative Committee addressing the applicant's abilities and suitability for acceptance into full membership within the ADG's Art Directors Branch as Assistant Art Director.
- Membership status will be reviewed by the ADG Council. It will approve or decline the awarding of craft membership as an Assistant Art Director. Upon approval the participant will be responsible for the filing of all formal membership applications to the ADG and will be responsible for paying the prevailing initiation fees that may be applicable at the time of membership application.
- Formal Industry Experience Roster placement will be approved once the new member has secured employment on a production that is a signatory to the Basic Agreement.

If you have any questions about the application requirements, please contact by e-mail only Laura Kamogawa, the Program's staff administrator, at [laura@adg.org](mailto:laura@adg.org)