

Role Profile

Job Title	:	3rd AD
Pillar	:	Production
Project	:	Chicken Run: Dawn of the Nugget

Function of the department/section & main purpose of the role:

3rd AD is an integral role within the Production Team. The Production Team are responsible for creating a well-motivated and organised working environment to support the creative process. The role requires excellent awareness of the needs of the studio environment; good organizational skills and the ability to ensure tasks are completed efficiently to the required standard in calm and courteous manner.

Duties & Responsibilities:

- To directly support the 2nd ADs on the studio floor by liaising with Puppet Wrangler, Art Dept and Edit to ensure correct assets are on set for frame ups and director visits.
- To prioritise workload so that units are fully prepped and ready in good time for daily director visits as scheduled by 2nd ADs.
- To ensure units are prepped for shooting and animators have everything they need on set to minimise turnaround times.
- To run larger turnarounds as instructed by 2nd ADs.
- To delegate smaller tasks to a team of two Unit Runners.
- To manage final checks as required by 2nd ADs.
- To maintain a high level of cleanliness within the studio area and housekeeping within units to the correct standard as dictated by 2nd ADs.
- To observe the provisions of the Health and Safety at Work Act and keep abreast of current risk assessments and alert the 1st AD of any major issues.
- To be the 1st point of contact for Floor Runner/Assistant work requests from other floor depts.
- To assist with unit builds as required.

Responsible to:

- 1st Assistant Director / Production Manager
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Person Specification

- Previous Running/3rd AD/Production experience essential.
- Previous stop motion experience desirable.
- Experience of using Word and Excel are essential and reasonable computer skills are necessary.
- Strong organisational skills - with experience of setting up systems and ensuring they are adhered to by self and others.
- Ability to prioritise and work to deadlines under sometimes stressful conditions.
- Ability to pay attention to detail yet not lose sight of the whole picture.
- Able to work under own initiative and unsupervised.
- Strong communication skills including a flexible and friendly approach to working with other members of the team.
- Must be a proactive, flexible, team player.