

Role Profile

Job Title: Camera Assistant
Department: Physical Production Technology
Contract: Project Based
Pillar: Production

Function of the department & main purpose of the role:

To provide technical support for all processes relating to camera, shot footage and reference on the studio floor whilst fulfilling the requirements of the DoP/ Lighting Camera and VFX Supervisor across multiple units for the duration of the production, ensuring accuracy and clear communication throughout.

Duties & Responsibilities:

- To interpret the DoP/ Lighting Camera's requirements in relation to the camera/ MoCo kit set up across your units.
 - To ensure all duties allocated to you are carried out effectively and on time.
 - To remain responsible for any activity across your units and the accuracy of all work product throughout.
 - To ensure that established processes and workflows are followed on all units under your supervision.
 - To act as key liaison between the Studio Floor, VFX, Edit and Production relating to all technical aspects of every shot ensuring the clear flow of information and meticulous notetaking to guarantee clarity throughout.
 - To assist in the training and development of Trainee Camera Assistants as required.
 - To assist the department by recommending alterations to working practices as necessary to reflect the specific requirements of the production.
 - To monitor kit levels and maintenance requirements throughout the shoot and discuss with the department heads prior to shortages/ maintenance needs becoming an issue.
 - To meet production goals and requirements and relay information to production as required.
 - To observe the provisions of the Health and Safety at Work Act.
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Responsible to: Director of Photography, Camera Supervisor, Physical Production Technology Manager, Production Management

Responsible for: None

Specific Functional Contacts: Studio Floor Teams (Production, Animators, Rigging, Art, Puppets), Physical Production Technology (PPTM, Lighting Camera, Electricians, MoCo, VP, Engineers), Digital Production Technology, VFX, Edit, I.T, Facilities and Marketing

Person Specification:

- Minimum of 2 years experience in cameras is essential.
- Solid understanding of animation/Stop Motion techniques, processes, and related software.
- Good understanding of photographic principles.
- Good IT knowledge of Windows OS and working across networks.
- Ability to work under pressure in a calm manner and within tight deadlines.
- Self-motivated and proactive, consistently striving to expand knowledge base.
- Enjoy solving technical issues and creative challenges, with strong attention to detail.
- Ability to identify potential problems and troubleshoot, as necessary.
- Ability to take direction and implement feedback with a productive attitude.
- Excellent organisational and communication skills.