

Set Positions

Executive Producer: They are responsible for overseeing the work on set, help with the finances of the film or show, and participate in the creative effort of the project.

Director: The role of director comes with a lot of responsibilities on and off the set. They manage the creative aspects of the production, while guiding the crew and actors to make the script come to life.

Production Designer: They are in charge of creating and managing the visual concept of the project. From choosing locations, graphics or props they identify the style for the set.

Art Team: The team helps with the overall look of the project by designing the set that supports the director's vision.

Makeup Assistant: They assist the makeup artist with whatever they need in creating looks or applying makeup.

Makeup Artist: They are responsible for coming up and creating looks for each character.

SFX Makeup Artist: They help enhance the project they are working on by using makeup and prosthetics for things such as wounds, wrinkles, supernatural features, and much more.

Graphics Artist: They are responsible for creating any graphic piece outlined in the script, as well as any graphics needed for promotional materials.

Animation Director: They are in charge of all the animations, from developing to creating them during production.

Animator: They work with the animation director to help create original animations that are used for their project.

Background Artist: They are responsible for designing the scenery and setting for their project.

Script Supervisor: They oversee the production of the project and make sure to maintain the script continuity during filming.

Associate Producer: The role of an associate producer helps put together the production of the project they are working on. Responsibilities they can have may include writing, editing, organizing scripts, and more.

PA: A Production Assistant does just about anything that is needed to help with the production of whatever project they are working on. They provide support to the crew in many ways, from making script copies to shuttling equipment.

BTS Photographer: The photographer is expected to document all that happens on set to help showcase the atmosphere present.

Director of Photography: They are the leader of the camera and lights crew on set, they are in charge of making artistic and technical decisions related to the image.

Production Supervisor: They are the overseer of the entire process of creating and manufacturing the project they work on.

Associate Director: Their role is to track daily progress in the filming production schedule, prepare daily call sheets, check in on the cast and crew, and much more.

Technical Director: They are responsible for the technical aspects of the project, by supervising the activities of all the technical departments.

Chyron Operator: They manage the electronic equipment by setting it up and operating the machinery that is used to help the production of their project.

Playback Operator: Their role is to accurately cue, playing and mixing pre-recorded sound elements to enhance the performance of the performance on-set.

Teleprompter: They are responsible for transcribing the script or recordings into legible signs or screens that the actors can refer to on-set.

Video Operator: They are part of the film crew and their tasks on-set are to operate a film or video camera.

Stage Manager: The stage manager has many key responsibilities and tasks including keeping track of rehearsal schedules, props, scripts, as well as working closely with the actors.

Assistant Stage Manager: They help and assist the Stage Manager with any tasks that they need support with in any aspect of the production.

Stage Director: They are responsible for the stage that the production is taking place on. They have many tasks that they have to make sure are completed in order to have an organized, safe and successful set.

Assistant Stage Director: They assist the stage director in any tasks they need help to keep the set well ordered.

Floor Manager: The Floor Manager's role is to make sure that production goes according to plan and that everyone involved with production knows their own roles and responsibilities.

Lighting Designer: They manage the lighting in the production of the project and are responsible for mapping out and crafting all lighting equipment on-set.

LX (Lighting Assistant): Assists the Lighting Designer in all aspects of whatever tasks that need attention during the production.

Audio Mix: They are responsible for all the audio in the production, they edit the audio by manipulating or enhancing it to create their final product.

Mix Assist: The Audio Mix Assistant helps with anything the Audio Mixer needs in order to create their own audio mix for the production of the project.

A2: They are a part of the production audio team and make sure that all of the sound and recording equipment works and is set up correctly in order to successfully produce sound for the project.

Cam Op: A Camera Operator is responsible for handling either a film or video camera as part of the film crew for the project.

Director of Photography: They make sure to discuss and understand the look and feel of the production and are in charge of the photographic side of the production.

1st AD: They handle the logistics of running the set during the production and are the messenger between the director and the rest of the crew.

2nd AD: They also help the director during the production and some tasks they have is to create the daily call sheet, keep the cast on schedule, and cooperate with the actors and crew to meet their needs.

Set Decorator: They have multiple tasks to help make a scene come to life on set, they are responsible for designing, assembling, and sourcing all the elements needed to create the set.

Costume Designer: They are in charge of designing and the costumes and clothing elements that are worn by the actors in the production.

On-Set Dresser: Their job is to make sure that all objects are present and arranged on set that is needed for each scene.

Art Director: They help design the set and oversee the artists that help collaborate to create the overall look of the production.

1st AC: They are a member of the film crew's camera department and their role is to maintain the camera lens's focus on whatever is being filmed.

2nd AC: This position has many responsibilities that include making sure objects on-set are in the best spot for the camera, marking actors as necessary, and much more.

Camera PA: The Camera Production Assistant helps the camera crew with any necessary tasks needed to get done in order to make and complete the production of their project.

Sound Recordist: They deal with the sound of the production and make sure that each part of the sound is recorded correctly and with the correct equipment.

Boom Operator: They are a member of the sound crew for production and they operate the recording equipment on-set that captures sound during each take.

Gaffer: They work closely with the lighting crew and they make sure that everything is safely happening on set in all things regarding electricity. The gaffer is responsible for executing the lighting plan for the production.

Key Grip: They work with the gaffer to supervise the grip crews, who work with lighting and rigging on-set.

BBE: They are the first assistant to the grip crew and help them accomplish their duties on-set.

BBG: They are the chief assistant to the gaffer and help with any tasks they need help with on-set.

Grip: They are responsible to build and maintain the equipment that supports the cameras, including tripods, tracks, dollies and much more.

VFX Composer: They are a vital part of the final process of the project, they assemble all the layers of live action footage, animation, or special effects into one in the post production process.

Editor: The editor has a lot of responsibilities for the production of the project. They visit set locations, review footage, trim clips of footage, and work with the Director to help create their vision.

Assistant Editor: They help the editor in any way they can to finish the project. Tasks they might have to do include organizing all the elements needed to edit the project or oversee various lists of things needed to put the project together in its final form.

Music Supervisor: They are the leader of the music department of the project. Their role is to select songs and recordings to be used in their project.

DIT: The Digital Imaging Technician works closely with the cinematography on all things involving the camera. Their role is to work on the workflow, camera settings, on-set color correction and much more.

Studio Assistant: Their duties include keeping tabs on the cast and crew needs as well as maintaining a calendar to keep the set organized.

Sound Designer: They are responsible for providing the needed sound to accompany what is happening on the screen.

Colorist: They work in post-production of the project and their tasks are to adjust the color, tint and hue of the final product.

Foley Artist: They recreate the sounds for their project to enhance the audio quality. They do this by using props and recording equipment while viewing the screen to record sounds as they watch their project.

SFX Editor: They are in charge of editing all the special effects for their project.

Social Media Director: Their job is to plan out social media strategies and come up with ways to connect with their audience. They promote the project they are working on by utilizing all social media platforms.

Line Producer: They are the key manager of the daily operations on their project. Some of the responsibilities they have could be staying on budget, filming is done safely, and much more.

Marketing Director: Their responsibility is to develop ways to market their project to the public. They are in charge of coming up with communication strategies, branding and the project's overall image.

Unit Production Manager: They are responsible for the project's budget, the film's schedule and maintaining a positive and productive atmosphere of the set.

Puppet Master: Role is to plan out, develop, and execute scenes while using puppets to tell the story of their project.

Fight Choreographer: Their job is to design and direct any combat that is taking place in the production of the project. They make sure that combat is done in a way that looks realistic, but ensures that everyone is being safe.

Choreographer: This job is similar to a director, but instead of directing the cast on lines they direct their movement. They create and plan out the routines for the performers that will be used in the project.

Animator: They utilize computers and other software to create moving images to help display and visualize the story the project is trying to tell.

Composer: They are responsible for creating the original music used in the project. They use music in many ways to help transcribe the ideas being presented on the screen.

Theme Song Writer: They are in charge of creating the theme song for the project they are working on.

Host: Their role is to present topics and announcements to their audience. Tasks they have are to introduce reporters and guests, preparing materials for the show, and addressing subject matters.

Segment Host: Similar to the host they present topics for their own specific segment.

Correspondent: They are responsible for reporting a variety of topics and may specialize in different areas of news such as sports, entertainment or politics.

Lead Actor: The Lead Actor is the main character of the project they were casted on. They use their talent to help make the story of the project come to life.

Actor (with lines): They are responsible for knowing and performing their lines, as well as being able to use their actions to help tell the story in front of the camera.

Walk-On Role: They are an actor on-set that often does not speak lines, but are still part of the project on the screen.

Head Writer: They are responsible for the outline of the long-term story of a scripted project.

Writer: They work closely with the head writer to help draft and redraft the script being used for their project.

Segment Producer: They have many responsibilities including scheduling interviews for guests, review scripts, and much more.

Assc. Segment Producer: Their job is to put the production together for the segments of their project. They might be responsible for writing, editing, organizing and assisting the cast and crew on-set.

Segment Shooter/Editor: They edit the segment they are working on in their project. They review, trim, and strengthen the clips from the production to make them into their final form.