

## Lighting Job Descriptions Project By Vickie J. Scott for the USITT Lighting Commission

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# lighting commission

# LIGHTING JOB DESCRIPTIONS PROJECT

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## STATEMENT OF PURPOSE

This project delineates a series of job descriptions with their specific responsibilities and qualifications for positions within the lighting industry. These descriptions may be used as a point of departure for specific job descriptions with individual employers, or as a possible guide for training, on the job evaluations, or personal career enhancement.

The USITT membership encompasses a variety of lighting employers and employees: educational, professional, volunteer, and union. These differences and similarities were taken into account when formulating the job descriptions.

## SUGGESTIONS FOR USING THE DOCUMENT

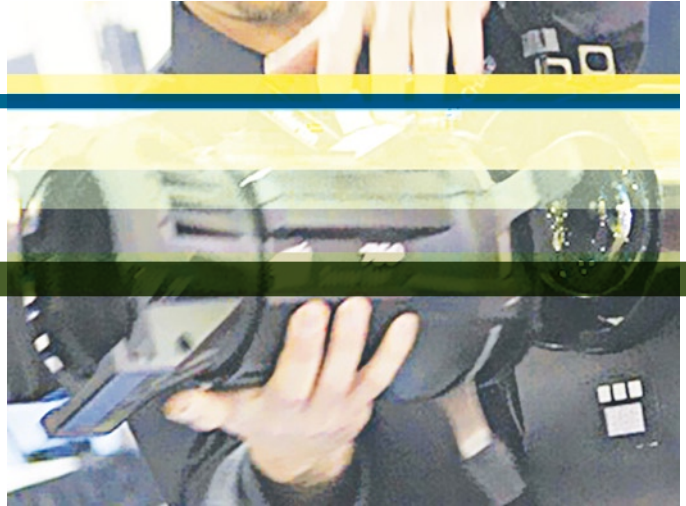
This document is only meant as a communications device and is by no means a binding document. The job descriptions are general guidelines. They are intended as a departure point for most lighting crews.

Many lighting personnel are “hyphenates” (i.e., Electrician–Rigger). This project sought to break down job descriptions to their most basic components. A combination of descriptions may be necessary to accurately reflect actual responsibilities. Many productions will have specific requirements, and responsibilities should be increased or reduced as necessary.

Please note that although many job titles are consistent between theatre, film, and television their specific responsibilities may be different. Also note that jobs with very similar descriptions may have different titles in different industries.

The job descriptions included in this document cover responsibilities and qualifications *only*. Specific duties such as “sort color media” or “attend weekly meetings” should be created at the management level within a specific theatre. In this document, duties are implied within the responsibilities.

At certain levels, a measure of education (e.g., MFA in design, or membership in United Scenic Artists) or experience (e.g., three years professional experience, union membership) should be added to the qualifications. Again, this should be specific to an individual theatre or production.



## THIRTY JOB DESCRIPTIONS ARE INCLUDED IN THIS DOCUMENT

### theatre

LIGHTING DESIGNER  
ASSOCIATE LIGHTING DESIGNER  
ASSISTANT LIGHTING DESIGNER  
LIGHTING DIRECTOR  
MASTER ELECTRICIAN  
HOUSE ELECTRICIAN  
ASSISTANT MASTER/HOUSE ELECTRICIAN  
DECK ELECTRICIAN/LIGHTING RUN CREW  
EFFECTS TECHNICIAN  
FOLLOWSPOT OPERATOR  
ELECTRICIAN  
LIGHT BOARD PROGRAMMER/OPERATOR  
MOVING LUMINAIRE PROGRAMMER/OPERATOR

### film & television

DIRECTOR OF PHOTOGRAPHY/CINEMATOGRAPHER  
LIGHTING DIRECTOR  
ASSISTANT LIGHTING DIRECTOR  
LIGHTING DESIGNER  
LIGHTING COORDINATOR  
CHIEF LIGHTING TECHNICIAN  
ASSISTANT CHIEF LIGHTING TECHNICIAN  
BEST BOY  
GAFFER  
GRIP  
GENERATOR (GENNY) OPERATOR  
LIGHT BOARD PROGRAMMER/OPERATOR  
LIGHTING TECHNICIAN/LAMP OPERATOR/LIGHTING OPERATOR  
MOVING LUMINAIRE PROGRAMMER/OPERATOR  
FOLLOWSPOT OPERATOR  
SET WIREMAN  
EFFECTS TECHNICIAN

This document was created by Vickie J. Scott for the USITT Lighting Commission using professional and educational sources to compile the data necessary to write these descriptions.

## LIGHTING DESIGNER

The artist who creates the look of the lighting for a production based on collaboration with the director and lighting staff. The common acronym for this title is LD.

### RESPONSIBILITIES

- Reads script and determines the lighting needs of the production.
- Meets with the Director of the production to help determine the concept, which all artists will work within.
- Researches lighting sources, available equipment/facilities and rental possibilities.
- Creates storyboards, sketches, computer/hand renderings or research compilations, as necessary, to communicate design ideas to the Director and design team for approval.
- Creates a light plot and accompanying paperwork to realize ideas as discussed with the Director.
- Meets with lighting personnel as necessary to facilitate the interpretation of the light plot into three-dimensional reality.
- Determines the color scheme of any color media and/or diffusions.
- Oversees assistants to make certain that plot and paperwork are updated and accurate.
- Attends all technical and lighting rehearsals to communicate with the Director and facilitate integration of the Lighting Design.
- Writes each light cue required by the production and communicates it effectively to the Light Board Operator to be recorded.
- Communicates placement and timing of light cues to the Stage Manager for calling the cues during the show.
- Maintains an up-to-date script or cue sheet that indicates placement of all light cues.
- Attends rehearsals as necessary.
- Attends production meetings or delegates attendance to the Associate Lighting Designer or Assistant Lighting Designer.
- Meets scheduled design deadlines.

### QUALIFICATIONS

- Experience in script analysis.
- Excellent research skills.
- Knowledge of current lighting fixtures and technology.
- Knowledge of power distribution and dimming sources and methods.
- Mastery of Design Principles and the Elements of Design
- Excellent research skills.
- Excellent organizational skills.
- Drafting skills.
- Understanding of light board programming.
- Interpersonal and communication skills.
- Time management skills.
- Ability to remain calm in extended high stress situations.
- Excellent rendering and/or visual communication skills.
- Ability to transfer visual data from light plot into forms of hookups, schedules, etc.

## ASSOCIATE LIGHTING DESIGNER

The artist who works closely with the Lighting Designer to create the look of the lighting for a production based on collaboration with the director and lighting staff.

### RESPONSIBILITIES

- Reads script and determines the lighting needs of the production.
- Meets with the Lighting Designer and the Director of the production to understand the concept, which all artists will work within.
- Under the direct supervision of the Lighting Designer, researches lighting sources, available equipment/facilities and rental possibilities.
- Under the direct supervision of the Lighting Designer creates storyboards, sketches, computer/hand renderings or research compilations, as necessary, to communicate design ideas of the Lighting Designer to the Director and design team for approval.
- Under the direct supervision of the Lighting Designer creates a light plot and accompanying paperwork to realize ideas as discussed with the Director.
- Meets with lighting personnel as necessary to facilitate the interpretation of the light plot into three-dimensional reality.
- Under the direct supervision of the Lighting Designer determines the color scheme of any gels and/or diffusions.
- Oversees lighting assistants to make certain that plot and paperwork are updated and accurate.
- As directed by the Lighting Designer, attends all technical and lighting rehearsals to communicate with the Director and facilitate integration of the Lighting Design.
- Under the direct supervision of the Lighting Designer communicates placement and timing of light cues to the Stage Manager for calling the cues during the show.
- Under the direct supervision of the Lighting Designer maintains an up-to-date script or cue sheet that indicates placement of all light cues.
- Attends rehearsals as necessary.
- Attends production meetings as delegated by the Lighting Designer.
- Meets scheduled design deadlines as delegated by the Lighting Designer.

### QUALIFICATIONS

- Experience in script analysis.
- Excellent research skills.
- Knowledge of current lighting fixtures and technology.
- Basic knowledge of power distribution and dimming sources and methods.
- Knowledge and experience in the basic principles and elements of design.
- Excellent research skills.
- Excellent organizational skills.
- Drafting skills.
- Understanding of light board programming.
- Interpersonal and communication skills.
- Time management skills.
- Ability to remain calm in extended high stress situations.
- Excellent rendering and/or visual communication skills.
- Ability to transfer visual data from light plot into forms of hookups, schedules, etc.
- A clear understanding of union or other house rules and practices.

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## ASSISTANT LIGHTING DESIGNER

The individual who works as a personal assistant to the Lighting Designer for a specific production. Often these duties are divided amongst several assistants. The common terminology is to refer to them as First Assistant, Second Assistant, etc. Exactly how the following responsibilities are divided among multiple assistants is left to the discretion of the Lighting Designer. The common acronym for this title is ALD.

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### RESPONSIBILITIES

- Reads script.
- Compiles research for Lighting Designer as necessary.
- A House ALD provides circuit layouts and design drawings to Guest Lighting Designers.
- Acts as a liaison with lighting personnel when the Lighting Designer or Associate Lighting Designer is unavailable.
- May supervise hang at the Lighting Designer's discretion.
- Facilitates focus calls and technical rehearsals for the Lighting Designer.
- Compiles and distributes design notes from electricians' calls and technical rehearsals.
- Attends production meetings and rehearsals as assigned by the Lighting Designer.
- Provides lighting information to other production areas.
- Compiles and maintains accurate cue sheets.
- Responsible for final, accurate draft of the lighting plot.
- Responsible for updating lighting paperwork as frequently as required by the needs of the production.
- Manages petty cash for the Lighting Designer.
- May handle rental and purchase arrangements at the discretion of the Lighting Designer.
- Records focus of the show.
- Tracks lighting cues for the show.
- May remain with the show to maintain the integrity of the Lighting Design.
- May be responsible for a remount of the show if the Lighting Designer is not available.
- Performs other duties as assigned by the Lighting Designer.

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### QUALIFICATIONS

- Experience in script analysis.
- Excellent research skills.
- Knowledge of current lighting fixtures and technology.
- Knowledge of power distribution and dimming sources and methods.
- Knowledge and experience in the basic principles and elements of design.
- Excellent organizational skills.
- Drafting skills.
- Understanding of light board programming.
- Interpersonal and communication skills.
- Time management skills.
- Ability to remain calm in extended high stress situations.
- A clear understanding of union or other house rules and practices.

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## LIGHTING DIRECTOR

The artist who represents the venue and the lighting area during the hiring of lighting staff, and the scheduling, installation and maintenance of a light plot for a production.

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### RESPONSIBILITIES

- Interviews and hires all lighting staff.
- Determines the yearly budgetary needs for the lighting area.
- Responsible for maintenance/replacement of lighting inventory.
- Facilitates installation of light plot for all incoming productions.
- Advises and oversees the season schedule for the lighting area, including, but not limited to: designer due dates, designer residency, lighting staff work dates and lighting run crew schedule.
- Participates in long range planning for the theatre.
- Performs other duties as assigned by the Production Manager or Artistic Director.
- Provides house electrical information/technical riders for outside users.

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### QUALIFICATIONS

- Knowledge of, and experience in Lighting Design.
- Knowledge of, and experience with, basic accounting procedures.
- Demonstrated knowledge of safety standards and implementation of same.
- Experience in interviewing, hiring and supervising lighting staff.

## MASTER ELECTRICIAN

The technician who oversees installation and maintenance of a light plot for a production. The common acronym for this title is ME.

### RESPONSIBILITIES

- Oversees the installation of all lighting elements for a production to the theatre's and Lighting Designer's satisfaction.
- Supervises lighting staff during all phases of production.
- Coordinates electricians and schedules all lighting work calls as required to meet the needs of the production.
- Expedites productions within scheduled deadlines.
- Manages all lighting equipment, including repairs, maintenance and replacement.
- Supervises all light hang and focus calls, as well as lighting strike.
- Attends all technical and lighting rehearsals to troubleshoot problems as necessary/appropriate.
- Provides timely, accurate information to the LD or ALD for maintenance of paperwork and plot.
- Enforces compliance with safety standards for all lighting staff.
- Responsible for tie-ins at company switch.
- Responsible for placement and wiring of run lights, spotting lights, practicals and other equipment/stage machinery associated with a production.
- Responsible for timely completion of electricians notes to the LD's satisfaction.
- Coordinates pre-load-in preps (equipment provision, bundles, transportation) with rental house.

### QUALIFICATIONS

- Demonstrated electrician experience at the professional level.
- Knowledge of safe electrical practices and implementation of same.
- Knowledge of safe rigging practices and implementation of same.
- Knowledge of lighting fixtures and technology.
- Knowledge of power sources and dimmer control.
- Knowledge of basic light board programming.
- Demonstrated experience in personnel management.
- Interpersonal and communication skills.
- Excellent organizational skills.
- Demonstrated ability to interpret lighting plots and paperwork.
- Demonstrated knowledge of safety standards and implementation of same.
- Certification through the Entertainment Technician Certification Program (ETCP) is highly desired and may be required.

## HOUSE ELECTRICIAN

The technician who represents the venue and represents the lighting area during the scheduling, installation and maintenance of a light plot for a production.

### RESPONSIBILITIES

- Same as those for the Master Electrician and also include the following:
- Interviews and hires all lighting staff.
- Determines the yearly budgetary needs for the lighting area.
- Responsible for maintenance/replacement of lighting inventory.
- Facilitates installation of light plot for all incoming productions.
- Advises and oversees the season schedule for the lighting area, including, but not limited to: designer due dates, designer residency, lighting staff work dates and lighting run crew schedule.
- Participates in long range planning for the theatre.
- Performs other duties as assigned by the Production Manager or Artistic Director

### QUALIFICATIONS

- Same as for the Master Electrician and also include the following:
- Knowledge of, and experience with, basic accounting procedures.
- Demonstrated knowledge of safety standards and implementation of same.
- Certification through the Entertainment Technician Certification Program (ETCP) is highly desired and may be required.

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## ASSISTANT MASTER / HOUSE ELECTRICIAN

The technician who assists the Master or House Electrician on a specific production

### RESPONSIBILITIES

- Assists in overseeing the installation of all lighting elements.
- Supervises lighting staff on specific tasks, as directed by the ME.
- Attends all lighting work calls.
- Expedites productions within scheduled deadlines.
- Attends technical and lighting rehearsals as the discretion of the ME.
- Provides timely, accurate information to the LD or ALD for maintenance of paperwork and plot.
- Enforces compliance with safety standards for all lighting staff.

### QUALIFICATIONS

- Demonstrated electrician experience.
- Knowledge of safe electrical and rigging practices and implementation of same.
- Knowledge of lighting fixtures and technology.
- Knowledge of power sources and dimmer control.
- Knowledge of basic light board programming.
- Interpersonal and communication skills.
- Good organizational skills.
- Demonstrated knowledge of safety standards and implementation of same.
- Certification through the Entertainment Technician Certification Program (ETCP) is highly desired and may be required.

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## DECK ELECTRICIAN / LIGHTING RUN CREW

The technician who operates any lighting equipment other than the lighting console or followspots during performance.

### RESPONSIBILITIES

- Attends lighting work calls, rehearsals and/or performances as scheduled.
- Operates lighting or electrical equipment during the performance at the command of the Stage Manager.
- Troubleshoots problems with lighting equipment as appropriate.

### QUALIFICATIONS

- Working knowledge of lighting equipment used in the production.
- Working knowledge of basic stage electrician skills, including, but not limited to: changing a lamp, circuiting and patching, color media and diffusion, patterns, luminaire associated accessories.
- Ability to quickly and accurately focus a lighting instrument.
- Ability to stand or sit for long periods of time.
- Physical ability to move/operate lighting equipment.
- Prior theatrical backstage experience.
- Ability to work well in high-pressure situations.
- Interpersonal and communication skills.
- Organizational and time management skills.
- Problem solving ability.
- Personal initiative.
- Knowledge of and adherence to safe working practices.
- Certification through the Entertainment Technician Certification Program (ETCP) is highly desired and may be required.

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## EFFECTS TECHNICIAN

The technician who install, troubleshoot and operate all effects/effect equipment for a production.

### RESPONSIBILITIES

- Attend all effects work calls, rehearsals and/or performances as scheduled.
- Install, troubleshoot and operate effects including, but not limited to: atmosphere, lasers and pyrotechnics.
- Enforces compliance with all safety procedures.

### QUALIFICATIONS

- Working knowledge of appropriate effects equipment.
- Knowledge of all safety considerations and procedures associated with the equipment being used.
- License or certification as required by local and/or state law.
- Knowledge of all safety policies and procedures of the venue.
- Physical ability to move/operate effects equipment.
- Prior effects training and experience.
- Ability to work well in high-pressure situations.
- Interpersonal and communication skills.
- Organizational and time management skills.
- Knowledge of and adherence to safe working practices.
- Certification through the Entertainment Technician Certification Program (ETCP) is highly desired and may be required

## ELECTRICIAN

The technician who assists the Master or House Electrician with the installation and maintenance of the light plot for a production.

### RESPONSIBILITIES

- Attends all lighting work calls, rehearsals, performances and/or strikes as scheduled.
- Installs lighting equipment as directed.
- Runs power cable and circuits and patches lighting equipment as directed.
- Runs power to all on-stage practicals.
- Focuses lighting equipment under the direction of the LD or his/her designate.
- Manages time in an effective manner.
- Performs other duties as assigned by the lighting supervisor.

### QUALIFICATIONS

- Working knowledge of lighting equipment used in the production.
- Working knowledge of basic stage electrician skills, including, but not limited to: changing a lamp, circuiting and patching, color media and diffusion, patterns, luminaire associated accessories.
- Ability to quickly and accurately focus a lighting instrument.
- Ability to stand or sit for long periods of time.
- Physical ability to move/operate lighting equipment.
- Prior theatrical backstage experience.
- Ability to work well in high-pressure situations.
- Interpersonal and communication skills.
- Organizational and time management skills.
- Problem solving ability.
- Personal initiative.
- Knowledge of and adherence to safe working practices.
- Certification through the Entertainment Technician Certification Program (ETCP) is highly desired and may be required.

## FOLLOWSPOT OPERATOR

The technician who are responsible for the operation of the followspots during performance.

### RESPONSIBILITIES

- Attends all lighting and technical rehearsals, as well as performances.
- Operates the followspot at the instruction of the Stage Manager or Lead Spot Operator during rehearsals and performances.
- Troubleshoots problems with the followspot as appropriate.

### QUALIFICATIONS

- Excellent working knowledge of the followspot instrument and its features.
- Excellent working knowledge of basic stage electrician skills, including, but not limited to: changing a lamp, changing color media or diffusion and focusing an instrument.
- Excellent working knowledge of basic followspot skills and terminology.
- Ability to stand or sit for long periods of time, often in a very warm environment.
- Physical ability to move/operate followspot instrument.
- Ability to work well in high-pressure situations.
- Good interpersonal and communication skills.
- Good organizational and time management skills.
- Knowledge of and adherence to safe working practices.

## LIGHT BOARD PROGRAMMER / OPERATOR

The technician who is responsible for programming and operating the lighting console. Sometimes operation and programming duties are split between different people, dependent on the needs and resources of the production.

### RESPONSIBILITIES

- Attends all lighting and technical rehearsals, as well as performances.
- Programs the lighting cues to the satisfaction of the LD.
- Executes all lighting cues at the command of the Stage Manager during rehearsals and performances.
- Troubleshoots problems with the light board as appropriate.
- Assists the Stage Manager or Master Electrician with dimmer/focus checks prior to each technical rehearsal or performance.

### QUALIFICATIONS

- Knowledge of the specific lighting console being used.
- Speed and accuracy in data entry with the lighting console.
- As this is a highly skilled position, prior theatrical backstage experience is a must.
- Ability to work well in high-pressure situations.
- Ability to sit for long periods of time.
- Interpersonal and communication skills.
- Organizational and time management skills.
- Knowledge of and adherence to safe working practices



**MOVING LUMINAIRE PROGRAMMER/OPERATOR**

The technician who is responsible for programming, operating and troubleshooting the moving lights for a production. Sometimes operation and programming duties are split between different people, dependent on the needs and resources of the production.

**RESPONSIBILITIES**

- Attends all lighting and technical rehearsals, as well as performances.
- Programs the moving light cues to the satisfaction of the LD.
- Executes all lighting cues at the command of the Stage Manager during rehearsals and performances.
- Troubleshoots problems with the moving lights as appropriate.
- Assists the Stage Manager or supervising electrician with dimmer/focus checks prior to each technical rehearsal or performance.

**QUALIFICATIONS**

- Knowledge of the specific equipment being used.
- Speed and accuracy in data entry with the moving light console.
- As this is a highly skilled position, prior theatrical backstage experience is a must.
- Ability to work well in high-pressure situations.
- Ability to sit for long periods of time.
- Interpersonal and communication skills.
- Organizational and time management skills.
- Knowledge of and adherence to safe working practices.

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**DIRECTOR OF PHOTOGRAPHY / CINEMATOGRAPHER**

The artist who imparts a photographic style to a film or videotape based on the script and the director's vision. The common acronym for Director of Photography is DP.

**RESPONSIBILITIES**

- Reads script and determines the visual needs that meet and support the director's lighting needs of the production.
- Meets with the Director and design team of the production to help determine the concept, which all artists will work within.
- Selects the film type, camera and camera lens(es) used for different shots.
- Determines camera movement and framing angle along with the Director to achieve each shot.
- Meets with lighting personnel as necessary to facilitate the interpretation of the lighting ideas into reality.
- Determines the color scheme of any gels and/or diffusions.
- Meets scheduled design deadlines.

**QUALIFICATIONS**

- Experience in script analysis.
- Research skills.
- Knowledge of current lighting fixtures and technology desired.
- Knowledge of current camera fixtures and technology.
- Knowledge of film types, speeds and development processes.
- Knowledge and experience in the basic principles and elements of design.
- Excellent organizational skills.
- Excellent time management skills.
- Ability to remain calm in extended high stress situations.

## LIGHTING DIRECTOR

The artist who, in collaboration with the director and lighting staff, imparts a photographic style to a television or videotape production based on the script and the director's vision.

### RESPONSIBILITIES

- Reads script and determines the lighting needs of the production.
- Meets with the Producer, the Director and design team of the production to determine the concept, which all artists will work within.
- Researches lighting sources, available equipment/facilities and rental possibilities.
- Meets with lighting personnel as necessary to facilitate the interpretation of the light plot into three-dimensional reality.
- Determines the color scheme of any color media and/or diffusions.
- Oversees assistants to make certain that plot and paperwork are updated and accurate.
- Attends all technical and lighting rehearsals to communicate with the Director and facilitate integration of the Lighting Design.
- Writes each light cue required by the production and communicates it effectively to the Light Board Operator to be recorded.
- Maintains an up-to-date script or cue sheet that indicates placement of all light cues.
- Attends rehearsals as necessary.
- Attends production meetings or delegates attendance to ALD.
- Meets scheduled design deadlines.

### QUALIFICATIONS

- Experience in script analysis.
- Research skills.
- Knowledge of current lighting fixtures and technology.
- Knowledge of power distribution and dimming sources and methods.
- Knowledge and experience in the basic principles and elements of design.
- Organizational skills.
- Understanding of light board programming.
- Interpersonal and communication skills.
- Excellent time management skills.
- Ability to remain calm in extended high stress situations.

## ASSISTANT LIGHTING DIRECTOR

The individual who works as a personal assistant to the Lighting Director for a specific production.

### RESPONSIBILITIES

- Reads script.
- Compiles research for Lighting Director as necessary.
- Acts as a liaison with lighting personnel when the LD is unavailable.
- Facilitates focus calls and technical rehearsals for the LD.
- Compiles and distributes design notes from electricians calls and technical rehearsals.
- Attends production meetings and rehearsals as assigned by the Lighting Director.
- Provides lighting information to other production areas.
- Compiles and maintains accurate cue sheets.
- Creates an accurate draft of the lighting plot light plot and accompanying paperwork to realize ideas as discussed with the Lighting Director.
- Responsible for updating lighting paperwork as frequently as required by the needs of the production.
- Manages petty cash for the Lighting Director.
- May handle rental and purchase arrangements at the discretion of the LD.
- Records focus of the show.
- Tracks the light cues for the shows.
- Performs other duties as assigned by the LD.

### QUALIFICATIONS

- Demonstrated Lighting Design experience at the educational or professional level.
- Knowledge of and experience in basic studio lighting techniques.
- Knowledge of and experience in basic accounting procedures.
- Excellent organizational skills.
- Excellent computer skills.
- Excellent drafting skills.
- Ability to work with a variety of artists in high-pressure situations.
- Excellent interpersonal and communication skills

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## LIGHTING DESIGNER

**Under the direct supervision of the Director of Photography, the artist who can be brought into a recorded media production to assist with special lighting needs such as concerts, club lighting, etc.**

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### RESPONSIBILITIES

- Reads script and determines the lighting needs of the production.
- Meets with the Director of the production to help determine the concept, which all artists will work within.
- Researches lighting sources, available equipment/facilities and rental possibilities.
- Creates storyboards, sketches, computer/hand renderings or research compilations, as necessary, to communicate design ideas to the Director and design team for approval.
- Creates a light plot and accompanying paperwork to realize ideas as discussed with the Director.
- Meets with lighting personnel as necessary to facilitate the interpretation of the light plot into three-dimensional reality.
- Determines the color scheme of any gels and/or diffusions.
- Oversees assistants to make certain that plot and paperwork are updated and accurate.
- Attends all technical and lighting rehearsals to communicate with the Director and facilitate integration of the Lighting Design.
- Writes each light cue required by the production and communicates it effectively to the Light Board Operator to be recorded.
- Attends rehearsals as necessary.
- Meets scheduled design deadlines.

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### QUALIFICATIONS

- Experience in script analysis.
- Excellent research skills.
- Knowledge of current lighting fixtures and technology.
- Knowledge of power distribution and dimming sources and methods.
- Knowledge and experience in the basic principles and elements of design.
- Excellent organizational skills.
- Drafting skills.
- Understanding of light board programming.
- Interpersonal and communication skills.
- Time management skills.
- Ability to remain calm in extended high stress situations.

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## LIGHTING COORDINATOR

**The artist who creates the look of the lighting for a production in collaboration with the director and lighting staff.**

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### RESPONSIBILITIES

- Reads script and determines the lighting needs of the production.
- Meets with the Director and design team of the production to determine the concept, which all artists will work within.
- Researches lighting sources, available equipment/facilities and rental possibilities.
- Meets with lighting personnel as necessary to facilitate the interpretation of the light plot into three-dimensional reality.
- Determines the color scheme of any gels and/or diffusions.
- Oversees assistants to make certain that plot and paperwork are updated and accurate.
- Attends all technical and lighting rehearsals to communicate with the Director and facilitate integration of the Lighting Design.
- Writes each light cue required by the production and communicates it effectively to the Light Board Operator to be recorded.
- Maintains an up-to-date script or cue sheet that indicates placement of all light cues.
- Attends rehearsals as necessary.
- Attends production meetings or delegates attendance to ALD.
- Meets scheduled design deadlines.

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### QUALIFICATIONS

- Experience in script analysis.
- Research skills.
- Knowledge of current lighting fixtures and technology.
- Knowledge of power distribution and dimming sources and methods.
- Knowledge and experience in the basic principles and elements of design.
- Organizational skills.
- Understanding of light board programming.
- Interpersonal and communication skills.
- Excellent time management skills.
- Ability to remain calm in extended high stress situations.

## CHIEF LIGHTING TECHNICIAN

**The technician who oversees the entire Lighting Department for a movie or TV production.**

Note: Chief Lighting Technician is the correct title mandated by IATSE under its Studio Contract. In other situations, this position is called Gaffer.

### RESPONSIBILITIES

- Determines, with the Lighting Director, the lighting equipment and purchases necessary for the production.
- Supplies the necessary intensity, color, angle and lighting quality as directed for each shoot.
- Supervises lighting staff during all phases of production.
- Manages time in an effective manner.
- Expedites productions within scheduled deadlines.
- Oversees power supply to other production departments as required.

### QUALIFICATIONS

- Extensive professional lighting experience in TV and/or film.
- Knowledge of current lighting equipment and technology.
- Knowledge of power distribution systems.
- Current certification for wiring, generator operation and/or electrical operation as required by local licensing authority.
- Knowledge of basic film/studio lighting techniques.
- Knowledge of safe electrical practices and implementation of same.
- Knowledge of safe rigging practices and implementation of same.
- Demonstrated experience in personnel management.
- Excellent interpersonal and communication skills.
- Excellent organizational skills.

## ASSISTANT CHIEF LIGHTING TECHNICIAN

**The technician who works as assistant to the Chief Lighting Technician.**

Note: Assistant Chief Lighting Technician is the correct title mandated by IATSE under their Studio Contract.

### RESPONSIBILITIES

- Assists the Chief Lighting Technician in determining the lighting equipment and purchases necessary for the production.
- Assists the Chief Lighting Technician in the supply the necessary intensity, color, angle and lighting quality as directed for each shoot.
- Assists the Chief Lighting Technician in the supervision of the lighting staff during all phases of production.
- Assists the Chief Lighting Technician to expedite the schedule and deadlines for the production.
- Assists the Chief Lighting Technician in the oversight of the power supply to other production departments as required.

### QUALIFICATIONS

- Professional lighting experience in TV and/or film.
- Knowledge of current lighting equipment and technology.
- Knowledge of power distribution systems.
- Current certification for wiring, generator operation and/or electrical operation as required by local licensing authority.
- Knowledge of basic film/studio lighting techniques.
- Knowledge of safe electrical practices and implementation of same.
- Knowledge of safe rigging practices and implementation of same.
- Excellent interpersonal and communication skills.
- Excellent organizational skills

## BEST BOY

**The technician who oversees the entire Lighting Department for a movie production.**

### RESPONSIBILITIES

- Assists the CLT with ordering and organization of equipment required for production.
- Oversees loading and unloading lighting equipment from vehicles.
- Supplies necessary crew and equipment for each work call.
- Supervises all lighting work calls.
- Manages all lighting equipment, including repairs, maintenance and replacement.
- Enforces compliance with safety standards for all lighting staff.
- Expedites productions within scheduled deadlines.

### QUALIFICATIONS

- Professional lighting experience in TV and/or film.
- Excellent knowledge of lighting equipment and technology.
- Excellent knowledge of power distribution systems.
- Current certification for wiring, generator operation and/or electrical operation as required by local licensing authority.
- Excellent knowledge of safe electrical practices and implementation of same.
- Excellent knowledge of safe rigging practices and implementation of same.
- Demonstrated experience in personnel management.
- Excellent interpersonal and communication skills.
- Excellent organizational skills.

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## GAFFER

**The technician who oversees the entire Lighting Department for a movie or TV production.**

Note: Gaffer is an older, non-union term for Chief Lighting Technician. The duties are the same.

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### RESPONSIBILITIES

- Determines, with the Lighting Director, the lighting equipment and purchases necessary for the production.
- Supplies the necessary intensity, color, angle and lighting quality as directed for each shoot.
- Supervises lighting staff during all phases of production.
- Manages time in an effective manner.
- Expedites productions within scheduled deadlines.
- Oversees power supply to other production departments as required.

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### QUALIFICATIONS

- Extensive professional lighting experience in TV and/or film.
- Knowledge of current lighting equipment and technology.
- Knowledge of power distribution systems.
- Current certification for wiring, generator operation and/or electrical operation as required by local licensing authority.
- Knowledge of basic film/studio lighting techniques.
- Knowledge of safe electrical practices and implementation of same.
- Knowledge of safe rigging practices and implementation of same.
- Demonstrated experience in personnel management.
- Excellent interpersonal and communication skills.
- Excellent organizational skills.

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## GRIP

**The technician who are responsible for rigging, moving and installation of scenic elements, and for any diffusion, color and reflective media placed in front (away) from the light such as a C-Stand with a flag or cookie. They do so for the lighting department.**

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### RESPONSIBILITIES

- Sets up, strikes and moves all scenic elements.
- Installs, strikes and moves all flying scenery and catwalks.
- Operates and moves all reflector boards, reflective material, color corrective gels and diffusion equipment.
- Operates and moves all camera dollies, cranes, mounts and any other camera or sound mobile equipment.
- Loads and unloads all grip equipment.

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### QUALIFICATIONS

- Demonstrated grip experience.
- Physical ability to move/operate grip equipment.
- Knowledge of rigging systems.
- Knowledge of safety practices and ability to implement same.
- Interpersonal and communication skills.
- Organizational skills.

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## GENERATOR (GENNY) OPERATOR

**The technician who operates and maintains the generators and/or power plants used by the production for all of its portable power requirements**

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### RESPONSIBILITIES

- Balances all electrical loads.
- Provides sufficient fuel to maintain power production.
- Installs all feeder cables for electrical service as necessary.
- Coordinates with the CLT to ensure adequate power supplies.
- Maintains all power production and distribution equipment as necessary.
- Expedites productions within scheduled deadlines.
- Ensures compliance with electrical safety standards.

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### QUALIFICATIONS

- Current certification for generator or electrical operation as required by local and/or state licensing authority.
- Knowledge of power distribution systems.
- Knowledge of safe electrical practices and implementation of same.
- Excellent organizational skills.
- Interpersonal and communication skills.
- Physical ability to move/operate power distribution equipment.
- Excellent time management skills.

**LIGHT BOARD PROGRAMMER/OPERATOR**

The technician who are responsible for the operation of the followspot during photography

**RESPONSIBILITIES**

- Attends all lighting and technical rehearsals, as well as performances for filming/taping.
- Operates the followspot at the instruction of the Lighting Director or Lighting Designer during rehearsals and photography.
- Troubleshoots problems with the followspot as appropriate.

**QUALIFICATIONS**

- Excellent working knowledge of the followspot instrument and its features.
- Excellent working knowledge of basic electrician skills, including, but not limited to: changing a lamp, changing color media or diffusion and focusing an instrument.
- Excellent working knowledge of basic followspot skills and terminology.
- Ability to stand or sit for long periods of time, often in a very warm environment.
- Physical ability to move/operate followspot instrument.
- Prior followspot operation experience.
- Ability to work well in high-pressure situations.
- Good interpersonal and communication skills.
- Good organizational and time management skills.

**LIGHTING TECHNICIAN / LAMP OPERATOR / LIGHTING OPERATOR**

The technician who install, focus, fix, move, power and operate the lighting equipment.

**RESPONSIBILITIES**

- Attends all lighting work calls, rehearsals and/or shoots as scheduled.
- Installs lighting equipment as directed.
- Runs power cable and circuits and patches lighting equipment as directed.
- Focuses lighting equipment under the direction of the Chief Lighting Director or his/her designate.
- Manages time in an effective manner.
- Performs other duties as assigned by the lighting supervisor.

**QUALIFICATIONS**

- Demonstrated lighting and electric experience.
- Physical ability to move/operate lighting equipment.
- Knowledge of lighting equipment and power distribution systems.
- Knowledge of safe electrical practices and ability to implement same.
- Knowledge of safe rigging practices and ability to implement same.
- Interpersonal and communication skills.
- Organizational skills.

**MOVING LUMINAIRE PROGRAMMER/OPERATOR**

The technician who is responsible for programming, operating, and troubleshooting the moving lights for a production. Sometimes operation and programming duties are split between different people, dependent on the needs and resources of the production.

**RESPONSIBILITIES**

- Attends all lighting and technical rehearsals, as well as performances for filming/taping.
- Programs the moving light cues to the satisfaction of the Lighting Director.
- Executes all lighting cues at the command of the Lighting Director and/or Lighting Designer during rehearsals and performances.
- Troubleshoots problems with the moving lights as appropriate

**QUALIFICATIONS**

- Knowledge of the specific equipment being used.
- Speed and accuracy in data entry with the moving light console.
- Ability to work well in high-pressure situations.
- Ability to sit for long periods of time.
- Interpersonal and communication skills.
- Organizational and time management skills.

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## FOLLOWSPOT OPERATOR

The technician who is responsible for programming and operating the lighting console. Sometimes operation and programming duties are split between different people, dependent on the needs and resources of the production.

### RESPONSIBILITIES

- Attends all lighting and technical rehearsals, as well as performances for filming/taping where a light board is used.
- Programs the lighting cues to the satisfaction of the Lighting Director and/or Lighting Designer.
- Executes all lighting cues at the command during rehearsals and performances.
- Troubleshoots problems with the light board as appropriate.

### QUALIFICATIONS

- Knowledge of the specific lighting console being used.
- Speed and accuracy in data entry with the lighting console.
- Prior theatrical backstage experience.
- Ability to work well in high-pressure situations.
- Ability to sit for long periods of time.
- Interpersonal and communication skills.
- Organizational and time management skills.

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## SET WIREMAN

The technician responsible for all practical set wiring.

### RESPONSIBILITIES

- Provides power to all departments during Pre-Production.
- Installs and runs power to all electrical equipment that appears on-camera.
- Maintains and repairs on-camera electrical equipment as necessary.
- Expedites productions within scheduled deadlines.
- Reports to CLT during Principal Photography.

### QUALIFICATIONS

- Current certification for wiring or electrical operation as required by local licensing authority.
- Excellent knowledge of power distribution systems.
- Excellent knowledge of safe electrical practices and implementation of same.
- Good organizational skills.
- Good interpersonal and communication skills.
- Excellent time management skills.

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## EFFECTS TECHNICIAN

The technician who is responsible for the implementation and operation of special effects on a production.

### RESPONSIBILITIES

- Attend all effects work calls, rehearsals and/or shoots as scheduled.
- Install, troubleshoot and operate effects including, but not limited to: atmosphere, lasers and pyrotechnics.
- Enforces compliance with all safety procedures.

### QUALIFICATIONS

- Working knowledge of appropriate effects equipment.
- Knowledge of all safety considerations and procedures associated with the equipment being used.
- License or certification as required by local and/or state law.
- Physical ability to move/operate effects equipment.
- Prior effects training and experience.
- Ability to work well in high-pressure situations.
- Interpersonal and communication skills.
- Organizational and time management skills.