

250 Filmmaking Job Description List

Producer: The Producer is the person in charge of coordinating the overall project including: the budget, scouting locations w/the Director and Cinematographer, and setting up the shooting schedule w/Director. He or she must make sure all props and equipment are bought or reserved for the days of shooting and that if permits are required that they are pulled.

As the great communicator he or she must make sure everyone is informed at all times, particularly of the schedule for the days of shooting or if there are any changes.

Director: The director is the person is responsible for the performances on the set. He or she needs to make sure the actors are ready before they get to the set. He or she must be prepared for the day of shooting, not only with the shooting schedule but also with a shot list so that time is not wasted on the set. Even though the crew is to have reviewed the shot list and shooting schedule have those documents on the set. Your primary role is to get good credible performances from the acting talent, and make sure you have adequate coverage for the editor.

Writer: The writer is the person responsible properly stating the groups concept or idea and after collaboration with the group to type it in proper script format. This writing assignment includes any and all rewrites. The writer is responsible for coming up with the project only to type it in proper format.

Cinematographer: The cinematographer is the person responsible for handling and shooting all film for your movie. He or she is to work with the director with the storyboards and shot list. He or she is responsible for lighting indoor and outdoor shots. He or she must know how the camera works and the light's energy requirements. He or she must slate each shot and keep a camera report of every shot.

Editor: The Editor is the person responsible for making the assembly of the dailies that represents the integrity of the script. He or she is also responsible for sound in the final cut. However he or she will need to record any sound that is dramatically important to the ambience for the scene's drama including specific "hard" sounds. Therefore this person will need to think of relevant music and sound FX. The Editor is the person responsible for the organization of the editing room and for bringing order and form to the film. Once the film is locked this person is responsible for put the music and FX to your movie, including cutting and mixing and there is a proper output copy for all screenings and the cast. Finally he or she is responsible for producing the DVD for exhibition.

Remember ALL FOR ONE AND ONE FOR ALL, its not your film its OUR film.

Each role is equally important in the production of your film. You must all be on set and all work together. To help with anything and everything that is needed.

Good luck everyone and remember work hard, but most important **HAVE FUN.**