

International Alliance of Theatrical Stage Employees

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## IATSE LOCAL 52 JOB DESCRIPTION

<b>Job Title:</b>	Lead Person
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### Duties & Responsibilities:

The Lead Person serves as a member of the art department, under the supervision of the set decorator. He or she is responsible for managing the set dressers, a crew of technicians tasked with placing and installing set decorations in preparation for principal photography of a scene and then clearing the set when the scene is wrapped. During production, the Lead Person ensures that his or her crew executes dressing the set-in accordance with the set decorator's designs and art director's established aesthetic. The Lead Person has a complete inventory of all decorations that correspond to a script breakdown—notes that indicate what items should appear on set for each scene and location—that is used to instruct the crew in proper placement. The lead person supplies a Kit that includes power tools and necessary tools and hardware ranging anywhere from glass cutting tools all the way to shovels and ice picks. There is no limit to the possibilities of work needed to be accomplished by the set dressing department, from hanging fine art work in an apartment or manipulating a headstone in a cemetery. It is the responsibility of set dressing to protect locations that we film in with proper layout board, wall protection, and install carpet mask. We must ensure that we leave all locations without causing damage to the location.

The team typically arrives to a location shoot or at the soundstage, before the director and camera department, in order to prep the stage before photography. Occasionally, when the director arrives, he or she may order changes to the set or design for logistical reasons. It will be the Lead Person's responsibility to organize his or her crew, with the cooperation of the set decorator, to augment the set dressings and produce necessary replacements; this could call for new set pieces to be hurriedly procured and produced, so resourcefulness is a necessary skill. Typically, all technical production departments bring more to the set than is called for in the script for just such an occasion. When the scene is wrapped, the lead person supervises the crew in clearing all decorations and striking any properties that are no longer needed for the day. In the event that pick-up shots are required, a scene that must be re-shot after the fact,

the Lead Person must replicate the original set dressings in cooperation with the script supervisor to ensure complete continuity.

## Requirements:

This career does not require a specific education, To become a lead person it is strongly recommended to first work as a set dresser to properly learn the ins and outs of the department and the proper way to represent the department.