



IATSE LOCAL 52

JOB DESCRIPTION – Prop Department

Job Title:	LeadPerson
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DUTIES

The LeadPerson serves as a member of the art department under the supervision of the set decorator. He or she is responsible for managing the swing gang and/or set dressers, a crew of technicians tasked with placing set decorations in preparation for principal photography of a scene and then clearing the set when the scene is wrapped. During production, the LeadPerson 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 LeadPerson 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 team typically arrives to a location shoot or at the soundstage in advance of 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 LeadPerson'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 scrounged 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 must be re-shot after the fact, the LeadPerson must replicate the original set dressings in cooperation with the script supervisor to ensure complete continuity.

Skills & Education

This career does not require a specific education, but a degree in film and television production is beneficial to understanding the production process and learning the techniques related to set construction and prop making. Degrees in theatrical design or show production are also relevant to work as a LeadPerson. To be successful in this position, you must be highly organized, be thorough, and have a meticulous eye for detail. There is nothing that a script supervisor or astute audience member hates more than a wandering set dressing that appears to be magically transporting itself across the set between camera shots. Practically, the lead person should be capable of lifting at least 50 pounds without assistance, comfortable working at heights, and able to operate carpentry tools.