

ART DEPARTMENT

PRODUCTION DESIGNER

The Production Designer works with the Producers, Director, and Director of Photography, Costume Designer, Key Hairstylist and Makeup Artist to establish the overall visual style of the motion picture. Main Duties are develops the budget and schedules for the Art Department, selects locations and conducts location treatments, prepares set design drawings for the construction and paint departments, provides design guidance to Sets, Props and Graphics crew members, realizes Special Effects and Visual/Digital Effects

ART DIRECTOR

The Art Director coordinates the preparation and execution of the visual elements of the motion picture as delegated by the Production Designer. The Art Director is the head of the Art Department with the assistance of the Art Department Coordinator, and is a liaison with all the other departments of the motion picture; especially Construction, Paint, Set Decoration and Props. Main Duties include functions as the Production Designer's representative in all production areas, assumes full responsibility for carrying out the design concepts in the absence of the Production Designer, supervises the design and making of drawings, sketches and models required to amplify and clarify the Production Designer's concepts, prepares script breakdowns, schedules and budgets, administers the Art Department budget in conjunction with the Producers, Production Manager and Head Accountant.

ASSISTANT ART DIRECTOR

The Assistant Art Director performs duties as delegated by the Art Director. Main Duties are assumes the duties of the Art Director in his/her absence, assists in supervising the construction, painting and decorating of sets

SET DESIGNER

Working under the supervision of the Art Director and Production Designer, the Set Designer performs all the duties of the draftsperson and may be asked to supervise the construction.

DRAFTSPERSON

The Draftsperson prepares working drawings for set building and location modification. Main duties are, surveys, measures and photographs locations, drafts location plans, assembles visual research materials, builds scale models.

GRAPHIC ARTIST/ILLUSTRATOR

Under the direction of the Art Director, the Graphic Artist/Illustrator performs duties that amplify and clarify concepts for the Construction, Paint, Sets, Props, Graphics, and Costume departments. Main Duties are produces drawings, sketches, 2D and 3D renderings and illustrations, performs pre-visualization functions for locations through digital matte painting or 3D animation and modeling, takes digital photographs to create artwork and to pre-visualize and digitize set changes for the Art Department.

STORY BOARD ARTIST

Working under the Director or Director's delegates, the Story Board Artist illustrates scenes to help the Director communicate his/her intentions to the production crew. The Story Board Artist may also be called upon to diagram how stunts and effects may be accomplished.

MODEL MAKER

Working under the supervision of the Art Director, the Model Maker prepares identical small-scale three-dimensional models of sets, objects, or locations.

ART DEPARTMENT COORDINATOR

The Art Department coordinator assists the Art Director in the efficient operation of the department. Main Duties are communicates with other departments, conducts research, sources materials and services, tracks budgets, creates schedules, coordinates interdepartmental affairs, takes responsibility for clearances and product placement sometimes.

ART DEPARTMENT ASSISTANT

Assists the Art Department by performing duties as assigned by the Art Director or delegates of the Art Director.

CLEARANCES/PRODUCT PLACEMENT PERSON

The Clearance/Product Placement Person is responsible for ensuring that no copyrighted material appears on camera without the copyright holder's legal permission. Main Duties are ascertain the level of clearance requirements and desire for product placement from the production company's legal advisor or producers, works closely with Sets, Props, Graphics and Locations to ensure compliance, contacts copyright holders for legal permission, contacts companies for product placement, seeks final approval from the Producer or legal advisor.