Duties of an Assistant Director.

The Assistant Director could be considered as the Directors right hand person, he shoulders the responsibilities as well as key functions for the director, allowing him to give most of his attention to the more creative process of filmmaking.

Some of the job role of he AD consist of being some the following.

An authoritative team-leader and motivator

An obligated team player

A demonstrator of exceptional organizational and time-management skills

One who plans ahead

A good troubleshooter

Paying close attention to detail

An excellent communicator

Having tact and diplomatic skills

Priorities’ tasks

A Multi-tasker

One that Work long and often unsociable hours

One who’s flexible

One with a positive mental attitude

Outside the First Assistant Directors job of assisting the Director, he co-ordinates all production activities including the cast and crew along with being in charge of other assistant directors and runners, that why he is regarded as the First Assistant Director.

Altogether they provide that essential link between the Director cast and crew, while at the same time liaising with the production office and providing expected progress status of the filming process.

Prior to filming, the AD would determine the budget, cast availability and script then consult with the Director prior drawing up the filming schedule to ensure every thing is covered.

Preparing the storyboard, micromanaging the hiring of locations, props and equipment then, investigating whether reports are all key pre-production duties for firsts.

First AD’s main responsibility is to proceed with the program of filming according to production schedule, this is preserved by maintaining strict discipline on the set ensuring that everyone is on stand by on set ready for the Director’s cue for action.

First AD’s are also responsible for health and safety on the set or the location, they must also do what’s necessary to eliminate or minimize hazards of every kind, one of which is to oversee the preparation of call sheets to maintain the daily logistics hence all cast and crew must be adhere to.

Therefore a typical day for a AD would be maintaining a general sense of order on set below the line.