**The Assistant Director**

by Jordan Boyle

The Assistant Director is extremely important to a production. They are in charge of all on-set, day to day operations. Under him is a second AD who is a liaison between the director and the rest of the crews.

The duties of an assistant director include tracking daily progress of the filming production schedule, arranging logistics, preparing daily call sheets, checking cast and crew, and maintaining order on the set. They are responsible for the preparation of the shooting schedule and script breakdown used to plan the shoot. They work directly with the director to manage all of the minute to minute operations in the set during the process o filming, as well as coordinate the necessary communication of details of future operations as the filming progresses. Other duties include observing all rules related to union crafts, labor contracts and location agreements, maintaining safety on a the working set, and working with the Unit Production Manager to keep operational costs within the budgeted plan. The 1st AD and the unit production manager are the two of the highest below the line technical roles in filmmaking. They really are mainly responsible for keeping the production on schedule, communicating to the entire crew and maintain safety and security to the staff and shoot. An assistant director must be very good at estimating how long a scene will take. It may take all day depending on how things go, or it may be done very quickly. The AD is kind of the directors right hand man, he gets things done so that the director is free to concentrate on the creative process. The first AD is by definition not part of the creative process. Once a film is in production, first AD's are in charge of making sure that every aspect of the shoot keeps to their schedule that they have drawn up.

Assistant Directors must be authoritative team leaders and motivators, while also being approachable team players. They need organization and time management skills. The ability to plan ahead, troubleshoot, and pay close attention to detail is vital in this role. Being a good communicator, with tact and diplomatic skills is also essential as they must routinely deal with problems or even crisis situations. They must also constantly prioritize tasks and may be frequently interrupted. The ability to multitask is crucial. They work long and hard hours, so you must be committed to the job. As they also usually work under highly pressurized and stressful conditions, a flexible and positive approach is preferred.

An Assistant Director is vital to the production because without him, there would be no order to when and how things get done. It would be chaos, especially for a large shoot