**Assistant Directors**

An Assistant Directors job is vital to production. AD’s are usually the director’s right hand and have a great duty of responsibilities. They’re accountable for a number of things during pre-production and production. Mainly their duties are coordinating all production activity, and supervising the cast and crew. They provide the link between the director, cast, and crew.

In pre-production the AD’s main tasks include making the filming schedule as well as preparing the storyboard, contacting and hiring crew, renting or buying equipment, overseeing the hiring of locations, and props and equipment, and of course, breaking down the script. While doing all of this the AD must take in consideration the production budget, the availability of the cast and crew, location limitations, and the amount of time that is necessary to achieve each shot. They are also responsible for making a “day out of days”, which is a chart that outlines what days the actors work during shooting, as well as a “one liner”, which is a document that shows the scenes that are going to be shot and the order they’ll be shot in.

During production, an assistant director primary job is tending to the needs of the director. However, the AD has multiple other responsibilities during production as well as making sure everyone is ready and on standby, keeping filming on schedule by making announcements and giving directions to coordinate the cast and crew, making sure overseeing the preparation of the daily call sheets and supervising the set production assistants and other AD’s.

In order to be an assistant director there are certain skills needed to get the job done. First and foremost you need to be organized, the more organized you are the easier it will be. You also should have a sense of time management, be good at problem solving, possess people skills, leadership skills, initiative, and be able to work calmly under pressure.

Overall, an AD’s main job to make the director’s job easier so they can focus on their artistic vision. They need to be authoritative. They keep everyone motivated and moving by staying on schedule. Their job is very important to production.