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# PROPS DEPARTMENT QUALIFICATIONS

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## PERMITTEE REQUIREMENTS

- Valid WHMIS certificate
- IATSE 856 Intro Course: Ready, Set, Go
- Must be eligible to apply for a Firearms Restricted Possession and Acquisition Licence (RPAL) \*
- \$50 processing fee

*\*Note: PAL is required for membership within the Department*

## INTRO TO DEPT:

In order to be successful in the Props Department, we suggest that you have one or more of the following. Please check off which qualifications you possess and include any applicable documentation with your application:

- Two years of education at the post-secondary level in a school of theatre design, theatre crafts, fine arts, interior design, architecture
- Two years of employment in professional theatre company or motion picture industry in props, set decorating, special effects, picture vehicles, costumes or art departments
- Advanced experience in personal tech devices such as cell phones, tablets, personal laptops using various operating systems
- Advanced research skills, internet savvy, experience with word processors, spreadsheet programs
- In addition, applicants for the Props Builder position should have advanced experience in one or more of the following:
  - Mold fabrication, painting, drawing, CAD, leather working, sewing, 3D printing, 3D design, metal fabrication, welding, machining, electronics, circuitry, graphic design

Do you have a valid driver's license: YES  NO

## MEMBERSHIP REQUIREMENTS

- 60 days in the Props Department on 2 or more IATSE Local 856 productions as Props Crew or Props Builder (all days worked as a permittee in any other position within the department will be considered days towards Props Crew or Assistant Props Builder)
- Basic First Aid
- Collective Agreement Course
- Two letters of Reference from 2 different IATSE Local 856 Property Masters
- Valid Firearms Possession and Acquisition Licence for Restricted and Non-restricted Firearms

## TRANSFER / UPGRADE REQUIREMENTS

- Any days worked in a classification higher than which you are eligible to apply for will be counted towards the classification that you are eligible for.

## POSITION REQUIREMENTS

### PROPERTY MASTER

- Must Previously be listed as Assistant Property Master
- 60+ days related film experience on 2 or more IATSE Local 856 productions in as a Property Master
- Valid Driver's License
- Collective Agreement Course
- Valid Firearms Possession and Acquisition Licence for Restricted and Non-Restricted Firearms
- Completion of the "Firearms Safety" online training course form the IATSE Training Trust Fund
- Valid Food Handlers Certificate
- 2 Letters of Reference from 2 different IATSE 856 Property Masters
- 2 Letters of reference from 2 different IATSE Production Designers who the applicant has worked under on different IATSE 856 Productions.

### ASSISTANT PROPERTY MASTER

- Must previously be listed as one of: Props Department Coordinator, Props Buyer, Key Onset Props or Props Truck Crew
- 60+ days related film experience on 2 or more IATSE Local 856 productions
- Valid Driver's License
- Collective Agreement Course
- 2 Letters of Reference from 2 different IATSE Property Masters.
- Valid Firearms Possession and Acquisition Licence for Restricted and Non-Restricted Firearms
- Completion of the "Firearms Safety" online training course form the IATSE Training Trust Fund
- Valid Food Handlers Certificate

### PROPS BUYER

- Must be previously listed as Props Crew
- 60+ days related film experience on 2 or more IATSE Local 856 productions
- Valid Driver's License
- 2 Letters of recommendation from 2 IATSE 856 Property Masters
- Valid Firearms Possession and Acquisition Licence for Restricted and Non-Restricted Firearms
- Completion of the "Firearms Safety" online training course form the IATSE Training Trust Fund

Valid Food Handlers Certificate

### PROPS BUILDER

- Must previously be listed as Assistant Props Builder
- 60+ days related film experience on 2 or more IATSE Local 856 productions as Props Builder
- Collective Agreement Course
- 2 Letters of Reference from 2 different IATSE Property Masters.
- 1 Letter of reference from an IATSE 856 Props Builder
- Valid Firearms Possession and Acquisition Licence for Restricted and Non-Restricted Firearms
- Completion of the "Firearms Safety" online training course form the IATSE Training Trust Fund

### PROPS TRUCK CREW

- Must be previously listed as Props Crew
- 60+ days related film experience on 2 or more IATSE Local 856 productions
- Valid Driver's License
- 2 Letters of recommendation from 2 IATSE 856 Property Masters
- Valid Firearms Possession and Acquisition Licence for Restricted and Non-Restricted Firearms
- Completion of the "Firearms Safety" online training course form the IATSE Training Trust Fund
- Valid Food Handlers Certificate

**Firearms Safety Coordinator**

- Must Previously be listed as Weapons Handler
- 60+ days related film experience on 2 or more IATSE Local 856 productions as Firearms Safety Coordinator
- Valid Driver's License
- Collective Agreement Course
- 2 Letters of Reference from 2 different IATSE 856 Property Masters or Firearms Safety Coordinators
- Valid Firearms Possession and Acquisition Licence for Restricted and Non-Restricted Firearms
- Completion of the "Firearms Safety" online training course form the IATSE Training Trust Fund

**WEAPONS HANDLER**

- Must be previously listed as Props Crew
- 60+ days related film experience on 2 or more IATSE Local 856 productions
- Valid Driver's License
- 2 Letters of recommendation from 2 IATSE 856 Property Masters
- Valid Firearms Possession and Acquisition Licence for Restricted and Non-Restricted Firearms
- Completion of the "Firearms Safety" online training course form the IATSE Training Trust Fund

**PROPS CREW**

- 60+ days related film experience on 2 or more IATSE Local 856 productions in the position applying to
- 2 Letters of Reference from 2 Different IATSE 856 Property Masters

Name: \_\_\_\_\_

I certify that the information I have disclosed is true. I understand that ANY misrepresentations will jeopardize my potential Permittee or Membership status.

Signature: \_\_\_\_\_