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## **Trainee Program Info Sheet**

Trainees work under key crew who are responsible for running their departments, and they provide guidance and leadership to the trainee. At the end of their placement, trainees will have connected with other crew, learned practical experience and have references for their resume.

When the head of an IATSE 856 department, along with production, decides to bring on a trainee they will reach out to the IATSE training coordinator and make the arrangements for a placement. Both the department head and production will review and agree to the conditions set out in the Trainee Program Guidelines.

The training coordinator will then reach out to the pool of IATSE 856 trainees and have those who are interested in the placement submit their resumes to the department head for consideration. IATSE trainees must have permittee status with the union and have successfully applied to the program via the training coordinator.

Once the department head has made their selection, production will inform the IATSE training coordinator which applicant has been selected and an agreement will be signed between the department head (trainer), production (employer), the trainee, and IATSE 856. Final approval of the placement rests with the IATSE Business Agent.

Trainee placements run for a duration of 2 to 6 weeks and the trainee works the same hours as the rest of their crew. Only one trainee per department is allowed without prior consultation with the union.

At the conclusion of the training placement, the head of department (trainer) and the trainee will be required to complete an evaluation and submit it to the IATSE Training Coordinator for review. Where possible, all parties will meet with the IATSE Training Co-ordinator to discuss feedback.

Provided all the conditions of the placement are met, production will be reimbursed by IATSE 856 for \$500/week of the training placement.