

# Northern Ontario Business Opportunity Program

## Film & Television Industry Projects Stream

### *Trainee Provision and Eligible Mentor-Trainee Pairings*

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The objective of the *Trainee Provision* is to train Northern Ontario residents in crew positions where skills deficiencies currently exist. The Producer determines the individuals to be trained, the position for which they are to be trained and the respective mentor.

Prior to the first day of principal photography, the Producer must submit all Mentor/Training Agreements with applicable Training Plan and resumes attached to NOHFC. Within 30 days of completion of principal photography, the Producer must submit all Trainee Evaluation Forms and all Mentor Evaluation Forms. Prior to submitting the final payment claim to NOHFC, the Producer must provide NOHFC with a final trainee budget request. The payment claim for labour costs for Northern Ontario trainees under the *Trainee Provision* will not be processed by NOHFC until the final trainee budget request has been received, reviewed and approved. Failure to submit the relevant forms within the specified dates will result in the withdrawal of approval of funding toward trainee positions.

The eligible Mentor-Trainee pairings are:

| <b>Mentor Position</b>                              | <b>Trainee Position</b>                                    |
|---|--|
| Line Producer                                       | Producer Intern  |
| Director  | 1 <sup>st</sup> /2 <sup>nd</sup> Assistant Director        |
| 1 <sup>st</sup> Assistant Director                  | 1 <sup>st</sup> /2 <sup>nd</sup> Assistant Director        |
| 2 <sup>nd</sup> Assistant Director                  | 2 <sup>nd</sup> Assistant Director                         |
| Production Manager                                  | Assistant Production Manager                               |
| Assistant Production Manager                        | Assistant Unit Manager                                     |
| Production Coordinator                              | Assistant Production Coordinator                           |
| Assistant Production Coordinator                    | Assistant Production Coordinator                           |
| Production Accountant                               | All Accounting Department positions                        |
| Assistant Production Accountant                     | Assistant Production Accountant                            |
| 1 <sup>st</sup> Assistant Accountant                | 2 <sup>nd</sup> Assistant Accountant                       |
| Production Designer                                 | All Art Department positions                               |
| Art Director  | All Art Department positions excluding Production Designer |
| 1 <sup>st</sup> Assistant Art Director/Set Designer | Art Department Production Assistant                        |
| 2 <sup>nd</sup> Assistant Art Director              | Art Department Production Assistant                        |
| 3 <sup>rd</sup> Assistant Art Director              | Art Department Production Assistant                        |
| Graphic Designer                                    | Art Department Production Assistant                        |
| Draftperson   | Art Department Production Assistant                        |
| Art Department Coordinator                          | Art Department Coordinator                                 |
| Director of Photography                             | Director of Photography                                    |
| Camera Operator                                     | 1 <sup>st</sup> /2 <sup>nd</sup> Assistant Camera          |
| 1 <sup>st</sup> Assistant Camera                    | Camera Trainee   |
| 2 <sup>nd</sup> Assistant Camera                    | Camera Trainee   |
| Steadicam Operator                                  | Camera Trainee   |

| <b>Mentor Position</b>      | <b>Trainee Position</b>  |
|-----------------------------|--|
| Construction Coordinator    | Assistant Construction Coordinator, Construction Foreman, Construction Buyer |
| Construction Foreman        | Carpenter, Painter, Construction Buyer                                       |
| Construction Buyer          | Construction Buyer   |
| Head Carpenter              | Carpenter  |
| Lead Painter                | Painter, Sign Painter  |
| Key Scenic Painter          | Painter, Scenic Artist   |
| Script Supervisor           | Assistant Script Supervisor  |
| Key Craft                   | Craft Services Assistant   |
| Catering Chef               | Catering Assistant Chef  |
| Gaffer                      | Lamp Operator, Best Boy, Generator Operator, Rigging Gaffer                  |
| Best Boy Electric           | Lamp Operator, Generator Operator  |
| Rigging Gaffer              | Rigging Gaffer   |
| Key Grip                    | Rigging Grip   |
| Best Boy Grip               | Grip, Rigging Grip   |
| Dolly Grip                  | Dolly Grip   |
| Key Hairdresser             | Hair Stylist   |
| Key Makeup                  | Makeup Artist  |
| Location Manager            | Assistant Location Manager   |
| Assistant Location Manager  | Location Production Assistant  |
| Props Master                | Assistant Props Master, Props Buyer  |
| Assistant Props Master      | Props Buyer  |
| Unit Publicist              | Publicity Department Trainee   |
| Lead Set Decorator          | Set Decorator  |
| Lead Buyer                  | Buyer  |
| Greensperson                | Greensperson Assistant   |
| Sound Mixer                 | Sound Recordist  |
| Boom Operator               | Cable Puller   |
| Special Effects Coordinator | Special Effects Assistant  |
| Pyrotechnic Specialist      | Special Effects Assistant  |
| Stunt Coordinator           | Stunt Performer  |
| Transportation Coordinator  | Transportation Captain, Driver   |
| Costume Designer            | Assistant Costume Designer   |
| Costume Supervisor          | All Costume Department positions   |