

DGC GCR

DIRECTORS GUILD OF CANADA
GUILDE CANADIENNE DES RÉALISATEURS

DIRECTOR OBSERVER INITIATIVE **MENTOR DIRECTOR CHECKLIST**

Questions or concerns please reach out to:

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What is the DGC Director Observer Initiative?

The DGC Observer initiative is a finely tuned framework to easily enable producers to discover new talent and invest in the future of their production through an on-set placement of a Director Observer (sometimes called a ‘Shadow’).

What are the expectations on the DGC?

The DGC is here to help ensure that this placement is a success for you. Our goal is to provide an easy and high-quality placement that can painlessly plug into your existing production. The DGC will help facilitate finding great candidates for your show, and provide frameworks to ensure the experience is smooth and fruitful for all involved.

To find candidates, the DGC will inform our membership of the opportunity and facilitating finding Directors who desire to accumulate experience in the format and genre of your show. We provide a list of Directors who are trained, experienced and ready to potentially direct on your production should the opportunity arise after the observing experience. In some cases, upon request, we can also provide the Director Observer’s self-identified traits to allow the choice be as well informed as possible.

In addition to monitoring established daily and weekly goals, the DGC will send out a post-placement survey to the Director Observer and Director Mentor and will also schedule a debrief meeting with the Producer, Director Mentor and Director Observer after the placement is complete, to provide valuable feedback to the Director Observer, the Producer and the DGC in order to continue to improve the Initiative.

What are the expectations on the Director Mentor?

For the success of this Initiative, it is important that the Producer and the Mentor Director are fully involved in the selection process of the Director Observer.

As part of the placement, you will be asked to provide the Director Observer with meaningful access and engagement in all aspects of pre-production, production, and post-production, creating an invaluable experience for the Director Observer, preparing them to potentially work on your show in the future.

That being said, all parties agree that Directing the episode you've been hired to deliver will be the priority at all times. Mentoring the Director Observer should only be done when time or attention allows. If it's not possible to give any mentorship during a shooting day that is ok, simply observing is very valuable to the Director Observer.

When time allows, please answer any questions the Director Observer might have, and/or give insight into the choices you made in your blocking, shot order, actor direction or how you give notes.

You will also ensure the Director Observer is introduced to all key players on the Production, including the Showrunner, Network or Broadcaster executives, and other Directors on their first day in the office, and then on set to the cast and crew at crew call, so everyone knows who the new team member is.

The Director Observer is to be included in the Production's distribution list and have access to all prep and production paperwork congruent to the Shooting Director Mentor – this includes the shooting script(s), one-liner, shooting schedules and breakdowns and the Shooting Director Mentor's shot lists and/or storyboards (if applicable). On set, the Observer is to be provided access to a comtec or similar device and a place at "video village".

In Post Production, the Director Observer is to audit the Director's cut when possible, to get valuable insight into how decisions in prep and production have come together into the edit.

Below is a suggested list of items for the Director Mentor to complete:

Before the first day:

Have an introduction meeting with your Producer and Director Observer facilitated by the DGC to discuss the goals and expectations of all involved when in production.

Confirm the Director Observer has been notified of the dates and logistics on your show.

Ensure that the Director Observer will be recognized as a member of the episodic production team during their time on the Production.

Ensure that the members of the cast and crew (especially HODs) are notified of the Director Observer's involvement in the Production and properly prepared for their time on the Production.

First day of Prep:

Introduce the Director Observer to pre-production crew and at all meetings (virtual and in person).

When in person, ensure that the Director Observer is assigned a work space in reasonable proximity to you - with their name on their door or office station (if applicable).

First day on set:

Introduce the Director Observer to everyone (cast, crew, decision-makers).

Confirm the Director Observer's name appears on the call sheet and crew list every day.

Confirm the Director Observer has access to a comtec or similar device and a place at "video village" when applicable, while observing all COVID-19 protocols if any.

Every day:

Check in with the Director Observer: Find out if they have any questions for you and give insight into your process (when possible).

After the placement ends:

Attend a post-placement meeting which will be scheduled by the DGC with the Director Mentor and Director Observer after the placement is complete.

