



Trainee Program - Information

Welcome to the IATSE Local 849 Pilot Training Program. This program was established in response to the need for quality mentorship for new, inexperienced technicians. It provides field training and an introduction to entry level placement under the guidance of professional Local 849 crew members.

An IATSE Local 849 Trainee is an entry-level position for prospective technicians interested in positions represented by the Union. The Program provides an opportunity for guided learning with experienced Local 849 mentors. A trainee is placed for a specified period of time, in a specified department and is paid at a rate lower than those listed in Schedule A of the IATSE Local 849 Standard Agreement. On Tier 1 & 2 productions the trainee rate is \$16/hour. On Tier 3, 4 & 5 productions the rate is \$15/hour.

An IATSE Local 849 Trainee works under the conditions and protections of an IATSE Local 849 Collective Agreement. The collective agreement is a binding document that is negotiated between two parties (the Production and the Union) to establish working conditions.

1. A resume must be submitted on behalf of any Trainee candidate (if not already on file with the Union).
2. The Trainee must submit a certificate of completion of a [WHMIS](#) (Workplace Hazardous Materials Information System) course to the 849 Office (again, if not already on file with the Union).
 - a. [The NS Dept. of Labour](#) sometimes offers this course free but enrollment is limited so there's not always available spots.
 - b. [AIX Safety](#) offers the course for free, with a voluntary donation.
 - c. This course is also available online for \$15 through the [Canadian Centre for Occupational Health and Safety](#) (CCOHS).
3. The Trainee must complete the Local 849 Set Etiquette Course prior to beginning their placement. In certain circumstances this may not be possible due to course schedules. Approval must be obtained for the temporary waiver of this requirement. Contact [Jake](#) at the office for info on registering for this course.
4. The Trainee, the Production, the Union and the Union Department Head must all agree to and sign a copy of the accompanying "Trainee Engagement Form". This form should accompany an IATSE 849 Deal Memo and may be distributed by the Production Accounting Dept with other payroll start up documents (sometimes called a Start Slip or Start Up Package). With the recent introduction of digital online 'onboarding' with the payroll companies, the Trainee Engagement form and/or the trainee position may not be available as selections. Check with the Production Accounting Department first to complete this step.



**Motion Picture Studio Production Technicians
Local 849 of the I.A.T.S.E.**

5. The Trainee acknowledges receipt of and agreed adherence to the “Canadian Creative Industries Code of Conduct”. This can be found at the front of the [IATSE Local 849 Standard Agreement](#).
6. To give the Trainee a realistic exposure to work on a professional set/show/production it is recommended that they work similar hours to the rest of the department. However, consideration should be given to the Trainee’s personal circumstances such as how far they must travel for work each day: will it enhance the Trainee’s experience to work very long days? Days of 10-12 hours are suggested but it is understood that there may be occasions when shorter or longer days are suitable or necessary. In certain circumstances, shorter hours may be appropriate.
7. Repeated tardiness and/or absenteeism will be grounds for immediate review of the Trainee’s status with the Training Program.
8. Accrued Trainee hours are valid toward full membership in I.A.T.S.E. Local 849 on a 2:1 ratio. (ie 100 trainee hours = 50 eligible hours toward membership application). Trainees are reminded to retain their pay stubs and timesheets as proof of hours if they will be applying for membership in the future.
9. The trainee placement period will be a minimum of 2 (two) weeks and a maximum of 6 (six) weeks. This term may be extended on a case by case basis and only with consultation and agreement of the Union, Department Head and Production.
10. The Trainee will receive all overtime, turnaround and meal penalty premiums as are negotiated in the Collective Agreement. Provincially legislated vacation pay is payable and calculated at 4%.
11. The Trainee will not receive any additional payments (commonly referred to as ‘fringes’) for Retirement Benefit contributions, nor will they be subject to Permit Fees or Working Dues. The Production will remit Medical Fund Benefit contributions to the Union on the Trainee’s behalf. These amounts will be earmarked in the Trainee’s name for a one-year period and available as eligible contributions to join the IATSE Local 849 Health Plan if the Trainee qualifies to apply for full membership.
12. The Trainee and the Department Mentor must complete Trainee Assessment and feedback forms at the end of the training term.
13. These terms are subject to change. As a pilot program, there may be a need to make adjustments.