



Australian Government

CUASMT311 Work effectively backstage during performances

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with CUA Creative Arts and Culture Training Package Version 5.0.

Application

This unit describes skills and knowledge required to provide support backstage during performances in the entertainment and events industries. It involves preparing backstage materials, participating in dress rehearsals, and completing post-performance procedures.

It applies to individuals who work in a stage management role. At this level, individuals are required to use some discretion and judgement and operate under broad supervision within an established framework of plans and procedures.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Media and Entertainment Production – Stage Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare backstage materials	1.1 Identify production documentation and confirm job requirements with required personnel 1.2 Prepare draft running sheet according to production requirements 1.3 Set up work area according to production requirements 1.4 Confirm backstage areas of responsibility backstage meet work health and safety requirements
2. Participate in technical and dress rehearsals	2.1 Follow running sheet and action on cue during rehearsals 2.2 Take notes on changes and adjustments made during rehearsals and update running sheet 2.3 Observe theatre etiquette and work cooperatively with

ELEMENT	PERFORMANCE CRITERIA
	<p>required personnel during rehearsals</p> <p>2.4 Follow instructions and participate in notes sessions</p> <p>2.5 Complete outstanding tasks as a result of rehearsals according to production requirements</p>
3. Assist backstage during performances	<p>3.1 Set up backstage area for performances</p> <p>3.2 Complete pre-show checks as required and assist with rectifying technical faults in line with own level of responsibility</p> <p>3.3 Escalate issues to supervisor as required</p> <p>3.4 Complete tasks on cue according to running sheet</p> <p>3.5 Observe appropriate backstage etiquette</p> <p>3.6 Contribute to maintaining backstage area, paying particular attention to exits and hazards</p>
4. Complete post-performance procedures	<p>4.1 Advise supervisor of repairs, faults or technical issues prior to next performance</p> <p>4.2 Shut down technical equipment according to procedures</p> <p>4.3 Clean stage and backstage area</p> <p>4.4 Complete workplace documentation as required</p> <p>4.5 Seek feedback on own work performance and identify areas for future improvement</p>

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

SKILL	DESCRIPTION
Learning	<ul style="list-style-type: none"> Solicits and actions feedback from others to improve performance
Reading	<ul style="list-style-type: none"> Identifies and interprets information in written documents
Oral communication	<ul style="list-style-type: none"> Obtains information using listening and questioning techniques Contributes information and expresses requirements using clear language and industry standard theatre terminology Follows instructions while working with others involved in productions
Self-management	<ul style="list-style-type: none"> Identifies and follows procedures and expectations associated with own role
Teamwork	<ul style="list-style-type: none"> Works collaboratively to achieve team goals

SKILL	DESCRIPTION
Problem solving	<ul style="list-style-type: none">• Recognises and addresses workplace issues• Applies knowledge of equipment operating procedures to backstage work duties
Technology	<ul style="list-style-type: none">• Updates production documentation using standard word processing and spreadsheet applications

Unit Mapping Information

Supersedes and is equivalent to CUASMT301 Work effectively backstage during performances.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1db201d9-4006-4430-839f-382ef6b803d5>