



Creative Enabler Job Specification

The role of the Creative Enabler is to enable an actor's practice on any given job so they can produce their best work whilst maintaining good physical and mental health. The nature of this role is often varied and can change on a case-by-case basis depending on both the individual artist and the work.

Creative Enablers require briefing information ahead of time so they can plan how they will enable an artist's creative practice. They may also be aware of other factors such as medical information that the artist will share with the CE but not see relevant to share on their access rider or widely in the production.

A note on Access Coordinators

The role differs to that of an Access Coordinator. An Access Coordinator will oversee access for all cast and crew. The Creative Enabler is there to serve the talent, not the production. They are acutely aware of the individual artist's access requirements and will liaise with the AC and production to advocate for them being met. If tasks are allocated by the production that the CE feels compromises their ability to support the artist(s) they are at liberty to refuse. In this case, the AC should be brought in to the discussion of how to best move forward. For the full Access Coordinator Job specification please see: [Access-Coordinators-in-Film-and-TV-Productions-24.08.22.pdf \(triplec.org.uk\)](https://triplec.org.uk/wp-content/uploads/2024/08/22-Access-Coordinators-in-Film-and-TV-Productions-24.08.22.pdf)

Duties and Responsibilities

As stated, these vary, as such, this list is not exhaustive.

- Ensure the actor is given time, space and respect to produce their best work.
- Advocate for access requirements to be met as stated on the Access Rider.
- Facilitate communication between the rest of the cast & crew and the actor.
- Assist the actor in knowing what will be happening next and make sure they are aware of schedules and any scheduling changes.
- Support the actor to make dietary choices that will enable them to work at their physical and mental best, where appropriate.
- Support the actor with their stamina and advocate for breaks if necessary.
- Make relevant notes and assist with line running (or equivalent) during down times if needed.
- Ensure the actor knows what is expected in a professional setting and support the understanding of unwritten social cues and professional practices.
- Provide support outside of the production itself. i.e. travel, during breaktimes and at the accommodation, where provided.

Personal Specification

Essential

- Experience working with deaf, disabled and neurodivergent creatives
- Experience working in the arts and/or media industry
- Understanding of access and the social model of disability
- Excellent planning and organisation skills
- Good verbal and written communication skills
- Ability to problem solve and negotiate in time sensitive and pressured environments
- Ability to work as part of a team and on own initiative
- Enhanced DBS check

Desirable

- Understanding of the Equality Act 2010
- Welsh Speaker
- Knowledge of British Sign Language
- Full, clean driving licence

Testimonials - What do companies say about working with a CE?

"Our assigned CE(s) from Hijinx could not have been more helpful on a shoot we were producing in both the lead up to and on the day itself. They ensured that we were familiar with the actors and their unique needs well in advance of us meeting them, helped us pull together all the information we needed to let the actors know, and advised on how to shape the script and the characters to suit the acting style of the talent."

This meant that the actors were at their best, and we in turn were getting the best from them. The CE facilitated a calm and relaxed environment on set where both the talent and the production team felt safe and comfortable with each other and the day was incredibly smooth sailing as a result."

Unquiet Media

"Having a creative enabler with us on our shoot day was invaluable: Sophia clearly had a strong relationship with our talent and a deep understanding of how to enable them. Sophia was instrumental in sparking conversations and when needed, helped to reframe/rephrase answers in a collaborative way. Sophia never spoke on behalf of the talent and we never felt like we were dealing with our talent 'through' Sophia! The process was natural and collaborative - highly recommend!"

OnPar Productions

In the room with a Creative Enabler.

When the right access is in place it may appear that a Creative Enabler is not doing much, you may even question the need for one. However, they are constantly aware of the actor; their stamina, triggers, access requirements and their understanding of what's happening in the room.

They may provide practical or emotional assistance out of sight, such as tying shoelaces or providing emotional support. They may advocate for breaks or for a window to be opened or anything else that the actors require but may not be able to action or articulate for themselves.