



625 Church Street, Toronto ON M4Y 2G1  
416.928.2278 • toll-free 1.877.913.2278  
E-mail: [info@actratoronto.com](mailto:info@actratoronto.com)

## ACTRA Toronto Member Education

### Training opportunities

ACTRA Toronto provides training throughout the year to support members in their careers. We offer a number of professional development initiatives that give our members opportunities to **work on their craft, learn new skills, and succeed in the business of performing.**

Members also have access to free workshops, master classes and networking opportunities with fellow actors at ACTRA Toronto's biannual **Members' Conferences.**

Visit the ACTRA Toronto website to verify upcoming courses, dates, eligibility requirements and registration information. **You'll need to be a member in good standing to attend.**

### Note to parents/guardians of child performers:

Parents can attend the **AABP Orientation**, the **Apprentice Orientation** as well as the **AFBS Orientation** (full members only) on behalf of their children (under 18 years). We recommend **when the performer reaches age 18**, that he/she attend the **Respect on Set Workshops** and the **Full Member Session.**

### ACTRA Additional Background Performer (AABP) Orientation

Offered periodically throughout the year, this 90-minute session is **required** for all new ACTRA Additional Background Performers (AABP). It provides an introduction to ACTRA and useful information to help AABP members become more involved and active in the business and as well as in the work of the union.

### Apprentice Orientation

The Apprentice Orientation provides information about the union and is **required** for all new Apprentice members. This 2 ½-hour session is offered every month. Topics include: your rights on set; your obligations as a member; pay, benefits, and the paperwork; and who's who at ACTRA.

## Respect on Set Workshops

ACTRA Toronto and the Directors Guild of Canada (DGC) have teamed up to offer two joint sessions to equip members with the tools they need on set. **All members are required to attend these workshops.** Each session is 3 hours in length (6 hours in total) and is offered every month. Members can sign up for one or both sessions at the same time.

### It's Not Part of the Job: Preventing and Dealing with Harassment (Morning Session)

Ontario law requires productions to post and enforce anti-harassment and violence prevention policies. ACTRA Toronto and the DGC are committed to safe, harassment-free workplaces. This session helps members better prevent and deal with harassment on set.

### Set Talk: Film Set Etiquette and Staying Safe (Afternoon Session)

This session provides an overview of the set and how to stay healthy and safe in the business. Topics include: call sheets; acronyms and set

lingo; awareness, prevention, dealing with accidents and injuries; who's who; and do's and don'ts on set.

## Full Member Session

The Full Member Session ensures that new members have solid grounding in the business aspects of being a professional performer. The course is open to ACTRA Toronto Full Members. Completion of the course is a mandatory requirement of membership. We strongly recommend participants attend the Apprentice Orientation and Respect on Set Workshops before registering for this course. Topics include audition protocols, self-promotion and marketing, an overview of ACTRA's collective agreements and how ACTRA works. Weekday or weekend sessions are offered every month and run over 1 ½ days.

## Actra Fraternal Benefit Society (AFBS) Orientation

Full ACTRA members are eligible for insurance, retirement and other benefits provided by the Actra Fraternal Benefit Society (AFBS). Engagers contribute

to your pension, insurance and benefit plan every time you work. As a Full Member, a percentage of your earnings is automatically contributed to your pension plan, too. AFBS benefits and services are specially designed and administered to meet the needs of performers. Attend this 90-minute session and learn about the programs and plans available to you and your family. Topics include health and dental coverage, RRSPs, insurance programs, scholarships, special needs, counseling services, applying and submitting claims.

## How to Register

Please register **on-line** ([actratoronto.com](http://actratoronto.com)) for all courses. You'll need to be a member in good standing in order to attend. If you need more information, please e-mail [me@actratoronto.com](mailto:me@actratoronto.com).