

POSITION DESCRIPTION/SCOPE OF WORK

DRESSER/STITCHER Seasonal

Immediate Supervisor(s):	Costume Shop Manager, Wardrobe Supervisor
Schedule:	TBD
Salary:	\$13.50/hr and 1.5x over 40 hours/week
Housing (if needed):	Shared Room, kitchen and bath
Start Date:	June 13
End Date:	August 20

STATEMENT OF JOB:

The Dresser/Stitcher will help with the coordination care, management and organization of costumes; assist with the building, altering, painting/dyeing of costumes as assigned for the Hangar Theatre Company's (HTC) Mainstage, KIDDSTUFF, and Wedge Series; while respecting the HTC's mission, vision, values, and commitment to Equity, Diversity, Inclusion, and Access.

JOB DUTIES:

GENERAL RESPONSIBILITIES:

- Reporting to work on time, prepared to start
- Completing assigned daily tasks.
- Follow and practice safe work methods and safety procedures acting in concert with the theatre's safety policies
- Contribute to maintaining a collaborative shop environment
- Follow procedures and policies in the Seasonal Handbook.
- Follow any and all HTC and Health Department Guidelines related to COVID-19

SPECIFIC RESPONSIBILITIES:

For running wardrobe:

- Running wardrobe for productions as assigned.
- Attending the designer run before technical rehearsals begin.
- Attending Production Meetings as needed.
- Coordinating with Stage Management in creating a running plot with entrances, exits, and timings.
- Preparing the wardrobe area, dressing rooms, and possible backstage quick-change areas for tech rehearsals and performances.
- Preparing and maintaining all costumes and costume pieces for tech rehearsals and performances; seeing that the standards set in tech rehearsals are maintained throughout the run of the show.
- Assisting actors as needed and requested in dressing prior to and during performances.
- Organizing and implementing efficient quick changes as needed.
- Maintaining the wardrobe room, as well as its supplies and equipment
- Laundering costume items after each tech or performance as needed
- Organizing an efficient strike for each production, including the cleaning of all costumes and costume pieces, and their return to the costume shop/stock in coordination with the Costume Shop Manager.
- Communicating with Stage Management and the Costume Shop Manager or Wardrobe Supervisor
- Any additional wardrobe related duties not covered by the list above.

For the shop:

- Assisting with construction of costumes, including using patterns and pattern assembly, and craftwork.
- Assisting with actor fittings, purchasing costume pieces, organization of costumes
- Striking of shows, including restocking and returning costumes.
- Any additional costume related duties not covered by the list above.

REQUIREMENTS:

- Outdoor Theatre experience (preferred)
- Completed Undergraduate degree preferably in costume construction, or equivalent experience
- Previous summer theatre wardrobe experience (preferred)

- Maintaining a calm demeanor and a sense of humor
- Stitching (both hand and machine) and serging (preferred)
- Experience executing quick changes
- Wig maintenance experience (preferred)
- Valid Driver's License and vehicle
- Ability to work with actors of varying career levels
- Operation of industrial and domestic irons
- Willingness to work within a rigorous time schedule
- Willingness to learn new skills
- Well-developed communication skills.
- Capacity to solve problems and engage in creative thinking about challenges; Ability to brainstorm ideas in a group setting.
- Maturity and understanding of the artistic process and excellent interpersonal, teamwork, and diplomacy skills
- Proven ability to work independently and collaboratively in a fast paced, rapidly changing environment.
- Ability to manage an irregular schedule
- Fully vaccinated and boosted against COVID-19

